

**Constitution**  
**Of the**  
**Utah County Republican Party**  
(as amended May 4, 2013)

**Preamble**

As Republicans residing in Utah County, State of Utah, we do hereby establish this Constitution of the Utah County Republican Party in order to support the Constitution of the United States of America and the Constitution of the State of Utah; to support local, state and national Republican Parties; to seek, support and elect capable and effective Republican candidates for elective public office; and to govern the affairs of the Utah County Republican Party.

**Article I – Authority**

This Constitution is established to provide rules by which the Utah County Republican Party Organizations will operate. Future changes in the laws governing political parties or court decisions that adjudge any provisions herein to be invalid shall have the immediate effect of amending this Constitution and shall not affect, impair or invalidate the remaining provisions. The Party shall comply with the law; and the Central Committee by a majority vote of the quorum present shall adopt revised wording of the Constitution to conform with the law. This action shall not require ratification by a Convention.

**Article II – Membership**

Membership in the Utah County Republican Party shall be open to all residents of Utah County who register as Republicans and who support Republican Party candidates and the Party Platform.

**Article III - Organization and Powers**

- A. The Utah County Republican Party organizations shall be organized into geographic subdivisions identified from smallest to largest as follows:
1. Voting Precincts, the smallest state voting units as established by law.
  2. Legislative Districts, each of which consists of a number of Voting Precincts as established by law.
  3. The Utah County Republican Party as a whole, with its three governing committees: the Steering Committee, the Executive Committee and the Central Committee.
- B. The officers of each Voting Precinct shall be elected by ballot at the Voting Precinct Caucus and shall consist of a Chair, Vice-Chair, Secretary, Treasurer, and at least three Committee Members; all of whom serve until the completion of the Voting Precinct Caucus held in the following General Election year.
- C. The officers of each Legislative District shall consist of a Chair, Vice-Chair, Education Officer and two Committee Members. Chair, Vice-Chair and Education Officer shall be elected by ballot by a caucus of Legislative District Chair, Vice-Chair, Education Officer, all Voting Precinct Chairs and Vice-Chairs, and all Republican elected officials residing in their respective Legislative Districts.
- D. The four elected officers of the Utah County Republican Party shall be elected by ballot at the Utah County Republican Party Organizing Convention, and shall consist of a Chair, Vice-Chair, Secretary, and Treasurer, whose terms of office begin two weeks after the Organizing Convention.

- E. The Utah County Republican Party shall be governed by three Committees:
1. The Steering Committee shall consist of the four Elected County Party Officers; and five Appointed Officers: an Education Officer, a Finance Officer, a Technology Officer, a Volunteers Officer, and a Public Relations & Media Officer.
  2. The Executive Committee shall consist of the Steering Committee members, the Chairs of the Legislative Districts, and the Chairs of the two Standing Committees, namely, the Chair of the Audit Committee and the Chair of the Constitution and Bylaws Committee.
  3. The Central Committee shall consist of the Voting Precinct Chairs and Vice-Chairs; the Party's Elected County Officers; the Party's Appointed County Officers; the Legislative District Chairs, Vice-Chairs and Education Officers; all past full-term County Chairs who served to the end of the term to which they were elected or to which they succeeded as County Chair and served a minimum of six months; and all County, State and Federal Elected Officials.
  4. Both the Executive and Central Committees may also include, as nonvoting members, a representative from each Allied Organization that has been approved by a 2/3 vote of the Executive Committee or a majority of the Central Committee. Such membership is to facilitate communication and coordinate action with the represented Allied Organizations and shall not be construed as Party endorsement, authorization, or responsibility for the actions of those organizations. The represented Allied Organizations are separate bodies with no authority to act for or in behalf of the Party.
- F. Standing Committees. The following standing committees shall be established: Audit, to monitor financial matters; and Constitution and Bylaws, to accept and propose changes to the Party Constitution and Bylaws. The County Central Committee shall elect by ballot, from among its members, members of the Audit Committee and the Constitution and Bylaws Committee. None of the County Party Officers may serve on the Audit Committee or the Constitution and Bylaws Committee. The Party Chair shall appoint nonvoting committee members of the standing committees with the advice and consent of the County Central Committee.
- G. The Powers of the governing committees are as follows:
1. The Central Committee shall be the governing body of the Utah County Republican Party. All powers not specifically reserved for the Party Conventions or specifically delegated by this Constitution are vested in the Central Committee. The Central Committee may delegate specific powers to the Steering Committee, to the Executive Committee, or to an individual. The powers of the Central Committee include, but are not limited to, the following:
    - a. To specify the number of delegates to the County Party Conventions.
    - b. To cause Voting Precinct Caucus and County Party Conventions to be held.
    - c. To approve the appointments of qualified members to complete the unexpired terms of Central Committee officers and delegates when vacancies occur.
    - d. To certify the name of another qualified candidate to the County Clerk when

any candidacy for elected public office becomes vacant prior to elections and under conditions specified by law.

- e. To propose and adopt new Bylaws or amendments thereto consistent with law and this Constitution.
  - f. To approve budgets and changes thereto.
  - g. To approve and recommend proposed amendments to this Constitution for presentation to a County Party Convention.
  - h. To establish the procedure for selecting Utah County membership in the Utah State Republican Party Central Committee.
  - i. To discipline any party officer for cause by censure or removal from office by a two-thirds majority vote of the quorum present.
  - j. To resolve inconsistencies or contradictions in procedures established by law where not resolved by this Constitution.
  - k. To adopt a formula which allocates directly to the Voting Precincts for nomination at the caucuses a portion of Utah County's State Delegate entitlement. This formula shall be proportionate to the formula required by law for the allocation of County Delegates, and shall provide that each Voting Precinct shall be allocated at least one State Delegate for nomination at the caucus. The remaining portion of the State Delegate entitlement shall be allocated by a separate formula which is also determined by the Central Committee at the same time as the formula for delegates nominated at the Voting Precincts Caucuses.
2. The Executive Committee shall be primarily a screening committee for both the Steering Committee and the Central Committee. The Executive Committee however, is delegated the following specific powers:
- a. To advise and assist the Steering Committee in planning, scheduling, organizing and directing party activities, conventions and meetings.
  - b. To review and recommend resolutions and motions for presentation to the Central Committee, to include, but not be limited to, motions for amendments, bylaws, budgets and budget changes.
  - c. To approve interim appointments for officers as provided herein.
  - d. To investigate charges of alleged malfeasance, misfeasance or nonfeasance in office by any party officer; to conduct hearings and make findings thereof; to remove officers based on its findings unless an appeal is made to the Central Committee; and to make reports of findings and recommendations to the Central Committee when an appeal is made.
  - e. To over-ride a veto by the County Party Chairman, which over-ride requires a two-thirds majority vote of the quorum present, provided that the over-ride occurs no later than the end of the next Executive Committee Meeting held after the veto is received by the County Party Secretary.

3. The Steering Committee shall be responsible to conduct the daily operations of the Utah County Republican Party and shall make decisions and take actions consistent with these responsibilities and in accordance with law, this Constitution and the bylaws. The Steering Committee is delegated specific executive powers, as follows:
  - a. To plan, organize, direct and evaluate the affairs of the Utah County Republican Party, including the meetings of the three governing committees and party conventions.
  - b. To make payments for authorized expenditures from party funds.
  - c. To cause the bylaws and the party platform to be drafted and proposed to appropriate committees or conventions.
  - d. To recruit qualified candidates for elective office.
  - e. To over-ride a veto by the County Party Chairman on a Steering Committee decision made pursuant to that committee's constitutionally-authorized powers. The veto over-ride requires a two-thirds majority vote of the Steering Committee, and must occur no later than the end of the next Steering Committee Meeting held after the veto.

#### **Article IV - Officers and Delegates**

- A. Only citizens of the United States of America, residing in their respective Utah County Voting Precinct or Legislative District who are registered as Republicans, may be elected or appointed to party offices which have voting privileges in any of the three governing committees or may be elected or appointed delegates to County or State Party Conventions. The limitations of this section do not apply to those whose 18th birthday will occur before the next general election and would be eligible to vote at that time.
- B. The Utah County Republican Party Chair shall direct the daily affairs of the Utah County Republican Party. In addition to responsibilities and powers described in other articles, the County Party Chair shall:
  1. Chair and preside over the three governing committees and shall preside over County Party Conventions.
  2. Assure sound financial management of party funds.
  3. Have veto power over the Steering Committee and Executive Committee, provided that the veto is submitted in writing to the County Party Secretary no later than seven days after the meeting in which the motion is passed and provided that written notice be given to the appropriate body.
  4. Be the spokesman for the Utah County Republican Party outside the Party Organization.
  5. Provide liaison with the Utah State Republican Party Organization.
- C. The County Party Vice Chair shall serve as Vice Chair of the three governing committees, assist the Chair and share in the duties and daily affairs of the Utah County Republican Party, perform the duties of the Chair in the Chair's absence; and perform other duties as delegated

by the Chair.

- D. The County Party Secretary shall be secretary to the three governing committees and the County Party Conventions. The County Party Secretary shall also maintain and have custody of this Constitution, bylaws, delegate lists, mailing lists, rosters, committee reports and records of official acts not covered by minutes, and shall present minutes for approval at subsequent committee meetings.
- E. The County Party Treasurer shall propose a budget to the Steering Committee to be approved/amended by the Executive and Central Committees, maintain the party checking, savings and other financial accounts, reconcile those accounts, and submit a quarterly report of party finances to the Executive Committee and to each regularly scheduled Central Committee Meeting.
- F. The County Party Education Officer shall prepare written instructions and conduct seminars to train Central Committee members, with the assistance of the Legislative District Education Officers, in the performance of their duties and shall prepare written information for distribution to voters and the media to improve voter awareness and knowledge of current issues.
- G. The County Party Finance Officer shall prepare and recommend plans for fund-raising, shall implement approved fund-raising plans, shall be Chair of the Finance Committee and shall advise and assist party officers in fund-raising activities.
- H. The County Technology Officer shall, in assistance to other members of the Steering Committee and under the direction of the Chair, organize and maintain the County Party's technology presence such as: maintaining electronic databases containing information such as the members of the various committees, individuals who are willing to volunteer, historical voting turnouts and so forth; maintaining the County Party website, including contact information for all members of the Executive Committee as well as making the current version of all party documents available; archiving any available prior versions of Party documents; providing technology advice and assistance to Legislative District and Precinct officers; and any social media presence the County Party shall choose to maintain.
- I. The County Volunteers Officer shall be responsible to organize a pool of volunteers that can be called upon to assist in campaigns and other official projects and activities of the Party, as assigned.
- J. The County Public Relations & Media Officer is not a spokesperson for the Party, but working under the direction of the County Chair is responsible to maximize favorable media coverage for the Party, assist with the preparation and placement of paid political advertising, writing of press releases, scheduling of press conferences, and radio interviews, etc.
- K. The Legislative District Chairs shall direct party affairs within their respective Districts. In addition to powers and responsibilities described in other articles, the Legislative District Chairs shall:
  - 1. Supervise assigned Voting Precinct Chairs to assure success of party programs.
  - 2. Provide communications between the governing committees and Voting Precinct Officers.
  - 3. Preside over Legislative District Caucuses.

4. Recommend and report locations for the Voting Precinct Caucuses.
- L. The Legislative District Vice Chair shall preside and direct in the absence of the Chair, and shall attend Legislative District caucuses and meetings, Central Committee meetings, conventions, training meetings, etc., and perform other duties as delegated by the respective Chair.
  - M. The Legislative District Education Officers shall distribute written information to voters to improve voter awareness and knowledge of current issues. They shall attend training meetings sponsored by the County Party Education Officer, and assist in training Central Committee members in the performance of their duties. They shall assist with other duties as delegated by the Legislative District Chair.
  - N. The Voting Precinct Chairs shall direct party affairs within their respective Precincts. In addition to powers and responsibilities described in other articles, the Voting Precinct Chairs shall:
    1. Preside over their Voting Precinct's Voting Precinct Caucus.
    2. Direct fund-raising in the Voting Precinct and, together with the Voting Precinct Treasurer, be responsible for all funds collected.
    3. Direct voter identification, education, registration and motivation programs as instructed by the Central Committee.
    4. Assist Republican nominees' (candidates unopposed by other Republican Candidates) campaigns within the Voting Precinct.
    5. Organize and direct a poll-watching and voter turn-out program to get Republican voters to the polls on election days as instructed by the Central Committee.
    6. Attend Central Committee Meetings or send a representative to the meeting.
  - O. The Voting Precinct Vice-Chairs shall preside and direct in the absence of their Chair, and shall attend Central Committee Meetings.
  - P. The Voting Precinct Secretaries shall provide notice of meetings to members, prepare agendas for and record minutes of meetings at which their chair presides, and shall maintain historical documents.
  - Q. The Voting Precinct Treasurers shall receive, account for, and turn in collected monies to the appropriate organization as directed and shall submit a financial report at each meeting of the body which elected them.
  - R. Delegates to State and County Party Conventions shall attend both the Primary Convention and Organizing Convention to which they were elected or appointed. Delegates to the Utah State and Utah County Conventions shall be selected in accordance with law and this Constitution. The procedures for selecting these delegates shall be established by the Central Committee.

#### **Article VII – Bylaws**

- A. Bylaws shall define responsibilities and establish specific policies and procedures to be

followed by Party Officers, Delegates, governing committees, conventions, Legislative District Caucuses and Voting Precinct Caucuses and shall be consistent with this Constitution and the law. In the case of a conflict between Bylaws and this Constitution, the provisions of this Constitution shall govern.

#### **Article VIII - Ratification and Amendments**

- A. Ratification: This Constitution shall become binding on the Utah County Republican Party when (1) approved and recommended by a two-thirds (2/3) majority vote of a quorum of the Central Committee present at a Central Committee meeting and (2) subsequently ratified by a majority vote of the delegates present at a Utah County Republican Party Convention.
- B. Amendments: This Constitution may be amended when any proposed amendment is (1) submitted in writing to the Steering Committee, (2) reviewed and processed by the Constitution and Bylaws Committee, (3) approved and recommended by a two-thirds (2/3) majority vote of a quorum of the Central Committee present at a Central Committee meeting and (4) subsequently ratified by a majority vote of the delegates present at a Utah County Republican Party Convention. The Central Committee may approve, amend or reject any proposed amendment. Amendments approved by the Central Committee take effect when duly ratified at a County Convention.

**Bylaws Of the  
Utah County Republican Party**  
(as amended March 23, 2013)

**Article I - General**

- A. Authority - These Bylaws are established in accordance with Article VIII of the Utah County Republican Party Constitution dated April 28, 2001, as amended.
- B. Purpose - These Bylaws are designed to establish specific procedures and rules which will be followed by the Utah County Republican Party in performance of its responsibilities. The Bylaws will provide either specific instructions or general guidelines to be followed, as may be most appropriate.
- C. Method of Approval -
  - 1. Any member of the Central Committee may propose Bylaws. Proposed Bylaws shall be submitted in writing to the Constitution and Bylaws Committee. After consideration by the Constitution and Bylaws Committee and the Executive Committee, the Bylaws shall be submitted with recommendations to the Central Committee for consideration. Approval of any new Bylaw or any amendments to these Bylaws shall require a majority vote of a quorum present at any Central Committee Meeting where written notice of any such change to the Bylaws has been previously available (through any means including, but not limited to, publication on the Party website, email, regular mail, and hand delivery) to all Central Committee members at least 7 days prior to the meeting at which the vote will take place.
  - 2. Discharge a proposal from committee  
When a proposal to amend the Bylaws or Constitution is endorsed with the signatures of at least 50 Central Committee members, as verified by the County Party Secretary, the Constitution and Bylaws Committee shall have 45 days to consider the proposal and make a recommendation, after which the Executive Committee shall have 45 days to consider the proposal and make a recommendation. The County Party Chair shall then place the proposal on the agenda of a Central Committee meeting for consideration within 4 calendar months.
- D. Distribution - Copies of approved Bylaws will be furnished to members of the Central Committee as directed by the Executive Committee. These Bylaws will be posted on the party website.

**Article II - Index of Bylaws**

- A. Established Bylaws - The following bylaws have been established:
  - 1. Allocation of State Republican Party Convention Delegates
  - 2. Allocation of Utah County Republican Party Convention delegates
  - 3. Allocation of State Central Committee Members
  - 4. Financial and Budget Policies



5. Republican Party Accountability
6. Meetings and Conventions
7. Midterm vacancies in the Legislature
8. Committee Procedures
9. Officers and Delegates
10. Party Platform
11. Rules of Order

**Article III - Specific Bylaws**

**Bylaw 1 - Allocation of State Republican Party  
Convention Delegates**

A. General -

1. The Utah State Republican Party Central Committee allocates the number of State Delegate positions to each County. It is the responsibility of the Utah County Republican Party to distribute its allocation in a manner which recognizes the following:
  - a. Allocation to Voting Precincts Caucuses in a proportion representing the number of Republican votes cast in each Voting Precinct for the four Republican Statewide Officers in the last gubernatorial election.
  - b. Each precinct shall have no fewer than one State Delegate.
2. "Caucus Delegates" shall mean those persons who, in their Voting Precinct Caucuses, are nominated by election to represent the precinct as delegates at the state convention.
3. When an allocation of delegates is received from the State Republican Party Central Committee, the allocation within Utah County shall be computed as stated in this bylaw and shall be listed as an attachment hereto. The attachment shall be updated as needed to conform with this bylaw. All such updates shall be reviewed by the Executive Committee to ensure the attachment accurately reflects the allocation made herein. The allocation of the delegate positions in Utah County will be distributed for nominations based on the following formulas:
  - a. Caucus Delegate Formula:
    - i. One delegate nomination to each Voting Precinct Chair. If the Voting Precinct Chair declines the nomination of State Delegate at the caucus, the caucus shall elect another person to fill that nomination.
    - ii. Nomination for additional state delegates allocated to Utah County shall be apportioned to the Voting Precinct Caucuses pro rata based upon Republican votes cast for statewide (Governor/Lieutenant Governor,

Treasurer, Auditor, Attorney General) elective offices in the last gubernatorial election.

b. Nomination and Formal Selection of Delegates. Delegates will be nominated by election at the Voting Precinct Party Caucuses.

4. Recognizing that Caucus delegates may die, resign, or move from the county, the following rules shall apply for replacing delegates:

a. If the delegate was nominated at a Voting Precinct Caucus or appointed by the Precinct Chair pursuant to this provision to replace a delegate nominated at a Voting Precinct Caucus, the Voting Precinct Chair may nominate a replacement up until the deadline established by the Steering Committee.

### **Bylaw 2 - Allocation of Utah County Republican Party Convention Delegates**

A. The number and allocation of delegates to the Utah County Republican Party Convention shall be as set forth in this bylaw and shall be listed as an attachment hereto. The attachment shall be updated as needed to conform with this bylaw. All such updates shall be reviewed by the Executive Committee to ensure the attachment accurately reflects the enumeration and allocation made herein.

B. At least two delegate positions are allocated to each Voting Precinct to be filled by the Voting Precinct Chair and Vice Chair. If the Voting Precinct Chair or Vice Chair declines the position at the caucus, the caucus shall elect another person to fill that position. An additional delegate is allocated to each Voting Precinct for each aggregate 500 Republican votes cast within that Precinct for contested statewide elective offices (Governor/Lieutenant Governor, Treasurer, Auditor, and Attorney General) in the last gubernatorial election.

C. Ex Officio delegate positions are allocated for the following offices when held by a resident of Utah County:

1. Executive Committee Members
2. Legislative District Vice-Chairs, Education Officers, Committee Members I, and Committee Members II
3. Federal Republican Elected Officials
4. State Republican Elected Officials
5. County Republican Elected Officials
6. State-Wide Republican Party Officers
7. All Past County Chairs

D. If any delegate no longer qualifies under the criteria which made him/her a delegate, that individual loses the delegate authorization and the delegate slot becomes vacant.

- E. Vacancies occurring in the Voting Precinct allocations may be filled by appointment by the Voting Precinct Chair subject to subsequent approval of the Central Committee. If the Voting Precinct Chair fails to make an appointment by the cut-off date set by the Steering Committee, the Legislative District Chair may make the appointment in that precinct subject to subsequent approval by the Central Committee. Vacancies occurring in the Ex officio category are automatically filled by the individual entering the qualifying position.
- F. The Utah County Republican Party Secretary shall maintain a record of the votes per Voting Precinct upon which the allocation of Voting Precinct delegates were based. This record will be available to any individual upon request to the Secretary.

### **Bylaw 3 - State Central Committee Members**

- A. **Allocation from state party.** The sitting members of the Utah State Republican Party Central Committee shall determine the number of positions on the State Central Committee allocated to the Utah County Republican Party for the next two year term. The allocation shall be proportional.
- B. **Election.** The members of the State Central Committee from the Utah County Republican Party shall be elected as follows:
  - 1. The County Chair and County Vice-Chair shall serve as two of the county's representatives to the State Central Committee.
  - 2. The remaining number of State Central Committee members allocated to represent Utah County on the State Central Committee shall all be apportioned to the Senate Districts according to relative Republican strength of Utah County Precincts within the District, and elected by a majority of the delegates of each respective Senate Caucus held in conjunction with the Utah County Republican Party Organizing Convention, said elections to be under the direction of the Steering Committee which may approve the use of preferential voting.
- C. **Vacancies.** Vacancies arising from death, resignation, or any other cause, shall be filled by the next highest eligible vote recipient from the list of candidates who ran for a seat on the State Central Committee and received a majority vote in the same Senate District at the previous County Organizing Convention. In the case of a tie, a coin toss will decide the one to whom the seat will be offered. If the list of candidates who received a majority vote has been exhausted, the vacancy will be filled by the County Executive Committee. Names for consideration shall include anyone who in writing prior to the next Executive Committee meeting indicates interest in serving, and nominations from any member of the Executive Committee. All nominees shall reside in the Senate District in which the vacancy occurs. The Executive Committee shall approve a replacement who shall fill the unexpired term. The selected person shall serve pending ratification by the County Central Committee at its next meeting.
- D. **De Facto Resignation.** Upon any member of the State Central Committee missing three State Central Committee meetings per term for any reason, that member shall be considered to have resigned, and shall be replaced according to the provision above on filling vacancies.

#### **Bylaw 4 - Financial and Budget Policies**

- A. In conducting the day-to-day affairs of the Utah County Republican Party, the Steering Committee shall have the power to transfer between line items of the budget with the approval of a majority of the Steering Committee, but only the Central Committee shall have the power to change the total budget or to approve deficit spending.
- B. Spending Limits.
  - 1. All individual expenditures exceeding \$5,000 must have the specific approval of the Central Committee.
  - 2. All individual expenditures exceeding \$2,000 must have the specific approval of the Executive Committee.
  - 3. All individual expenditures of \$500 or more must have specific approval of the Steering Committee.
  - 4. All individual expenditures of less than \$500 must have the approval of at least two of the four party officials who are checking signatories.
- C. When handling cash from major fund drives, at least two unrelated people will open, count, prepare and deliver the bank deposit.
- D. When the Steering Committee makes payments for authorized expenditures from party funds, such payments shall be made only by check, shall require the signatures of any two of the four Elected County Party Officers, and shall have been approved by the appropriate governing committee as budgeted.
- E. On or before October 1st of each year, the Central Committee shall approve a budget for the coming election cycle.
- F. Prior to each organizing convention, a financial review shall be conducted by an independent CPA firm which is appointed by the Central Committee and which is independent of the Executive Committee. The results of the review shall be presented to the Central Committee and reported at the County Convention.

#### **Bylaw 5 - Republican Party Accountability**

- A. Elected and Appointed Officers - All elected and appointed Party officers, including County Party Chair, Vice-Chair, Treasurer, Secretary, and appointed Officers and Committee Members; all Legislative District Chairs, Vice-Chairs, Education Officers and Committee members; all Voting Precinct Chairs, Vice-Chairs, Secretaries, Treasurers, and Committee Members; and members of any other standing and/or ad hoc committees shall, upon assuming office, agree to:
  - 1. Fulfill the obligations and responsibilities specified in the Utah County Republican Party Constitution.

2. Publicly support only Republican candidates for partisan public office. Any officer who publicly supports or runs as a non-Republican Party candidate in a partisan race will be subject to removal for cause from his/her elected or appointed office. (“Publicly supports” includes such things as, but is not limited to, giving written or oral public endorsements, posting signs, allowing the use of the officer’s name in campaign literature, writing letters to the editor, providing money or in-kind contributions.)
  3. Submit in writing to the Executive Committee, upon filing for any partisan public office, notification of said filing and to take a Leave of Absence until no longer a candidate for partisan public office. During the Leave of Absence, the Elected or Appointed Officer will retain all Convention voting privileges associated with the delegate status of the office. However, all obligations and responsibilities specified for the office shall revert to the remaining officer holders for the organization, precinct, or district.
  4. Resign from their Utah County Republican Party office upon being elected to a partisan public office.
- B. Candidates for Public Office - All Republican candidates who have declared their intention to seek a partisan elected office, county office or legislative office within Utah County, shall be requested to meet with the Steering Committee, or its designee, prior to convention to discuss written instructions, approved in advance by the Executive Committee, regarding the Party's standards of and candidates willingness to adhere to:
1. Fitness for public office, including but not limited to maintaining the highest degree of honesty, morality, and integrity and refraining from any conduct which would cause embarrassment to the Party; and
  2. Publicly support only Republican candidates for partisan public office; and
  3. After the Utah County Republican Party has a nominee, any elected office holder or candidate who supports (i.e. money or in-kind contributions, posting signs, public endorsements, etc.) or runs as a non-Republican Party candidate will be ineligible to run as a Republican during the next election cycle for any Utah County Republican Party office or partisan elected office nominated by the Utah County Republican Party.
  4. Each candidate shall be briefed concerning Party procedures, platform, and actions for any candidate's failure to abide by these standards. In the event a candidate refuses to meet with the Steering Committee, refuses to agree to abide by these standards, or materially deviates from these standards during the campaign, the Party may withdraw its support and communicate the same to all voting delegates prior to the convention, or take any other action consistent with this Bylaw.
- C. County Party Officers - All county level Party officers including the County Chair, Vice-Chair, Treasurer, Secretary; and the five Appointed Officers; must show pre-convention and primary neutrality toward Republican candidates for public office where Republican opposition exists. Such things as, but not limited to, written endorsements or criticism, the use of officers' names in campaign literature (with or without their Party titles), and written or verbal public statements, letters to the editor favoring or disfavoring one Republican candidate over another, are prohibited for these officers until the Party has chosen a nominee for the office in question. All other Party Officers at the Legislative District and Precinct levels must likewise be neutral, but only when using their party office titles either verbally or in writing.
- D. Officer and Delegate Accountability --

1. Any member of the County Central Committee may file with the Executive Committee a written and signed complaint containing specific allegations that a Party officer or delegate has violated these standards. The Executive Committee must act upon any such complaint in a timely manner, including the possibility of removal for cause, as specified in Article III.G.2.d. of the Constitution.
2. The Central Committee may discipline any Party officer or delegate without prior action by the Executive Committee, as specified in Article III.G.1.i. of the Constitution.
3. Any officer or delegate removed for cause shall be ineligible to hold Party office or delegate position in the next election cycle.

#### **Bylaw 6 - Meetings and Conventions**

A. Voting Precinct Caucus Meetings shall be held by each Voting Precinct entitled to delegates on the date determined by the State Republican Party leadership. The caucus meetings shall be held each general election year for the purpose of organizing to effectively participate in the political process as directed by the Central Committee.

1. Each Meeting shall convene at the time and place appointed, which place shall be within the precinct or in a public building in a nearby precinct. Notice of the time and place of the meeting shall be posted in at least three public places in the precinct at least five days prior to the date of such meeting; and the notice shall specify the number of delegates to the County Party Conventions to be elected.
2. Only citizens who will be at least eighteen years old by the next November election and who reside in the Voting Precinct shall be entitled to vote in the Voting Precinct Caucus.
3. Each Voting Precinct Caucus shall elect Voting Precinct Officers and County Convention Delegates, shall nominate a specified number of Delegates to the State Republican Party Conventions, and shall submit nominations for Registration Agents and Election Judges to the County Clerk.
4. Balloting, or the opportunity therefore, shall continue for at least one hour after the time the meeting opens for business. The results of balloting shall be submitted through Legislative District Chairs to the Steering Committee immediately after adjournment.

B. The Legislative District Organizing Caucus

1. The Legislative District Organizing Caucus shall be held by the direction of the Executive Committee between July 15 and December 1 following the Organizing Convention. In organizing year following a Federal Census Legislative District Caucuses may be held anytime after the Organizing Convention through February 1.
2. The Legislative District Organizing Caucus business shall include, but is not limited to, the election by ballot of the three District officers. Legislative District Committee Members I and II and/or their replacements shall be appointed by the Legislative District officers.
3. Meeting Notification. The County Party Secretary shall send by postcard to all voting caucus members an "Official Call" thirty days prior to the District Organizing Caucus. The call shall include, but is not limited to, the terms of eligibility, the process of declaring candidacy, the date, time and location of the district caucus.

4. Eligibility. Any registered Republican living in the district is eligible to file as a candidate.
5. Nominations. To be considered a candidate for a district office, a declaration of candidacy for each office must be filed with the County Party Secretary at least fourteen days prior to the District Caucus.
  - a. The County Party Secretary shall provide official notice of all declared candidates to all voting district caucus members at the close of the filing period. The method of notification shall be by email and posting on the County Party website.
  - b. Candidates for any Legislative District Officer without an opponent will be elected by acclamation.
  - c. Nominations from the floor will only be accepted for positions where few than two candidates exist.
  - d. The Legislative District officers shall serve until the completion of the next Legislative District Organizing Caucus.
6. Vacancies. District officer or committee member vacancies shall be filled pursuant to Bylaw 9.D.

C. Central Committee Meetings

1. The Central Committee shall meet sufficiently in advance of Voting Precinct Caucuses, Conventions and elections to conduct party business preparatory to those events and at other times as determined by the Executive Committee.
2. The Central Committee shall meet within one month of the Voting Precinct Caucuses to set the schedule of meetings for the next six months and tentatively for the next two years and for the members to learn their duties and become familiar with this Constitution.
3. The Central Committee may at any meeting consider and vote upon changes to these Bylaws or recommended changes to the Party Constitution.

D. Nominating Convention

1. The Utah County Republican Party Nominating Convention shall be held during the month of April or May of each even-numbered year and before the State Republican Party Nominating Convention, for the purpose of selecting party candidates for the County Elections. Oral notice of the convention shall be given at each Voting Precinct Caucus meeting and written notice shall be mailed to each delegate. The Convention shall convene at the time and place designated by the Executive Committee and shall conduct party business as directed by the Executive Committee.
2. The Utah County Republican Party Nominating Convention business shall include, but is not limited to, the following:
  - a. Certification of County Delegates to the Convention.
  - b. *Repealed*
  - c. Selection of Delegates to the State Republican Party Convention by the following motion:

"I move that we elect the Delegates to the Utah State Republican Convention from Utah County. These Delegates are those persons nominated as State Delegates according to the formula adopted by the Central Committee in Bylaw 1. Those nominees include those nominated in their Voting Precinct Caucuses and those nominated by the Steering Committee as provided in Bylaw 1. A list of these nominated Delegates has been submitted to the Convention Chair."

- d. Nomination of Candidates: Nominating and seconding speeches may be made on behalf of any candidate who has properly filed a declaration of candidacy or an acceptance thereof with the County Clerk. Caucuses of delegates from political subdivisions may be held in conjunction with the Convention to receive nomination of candidates for offices representing such subdivisions.
- e. Balloting: Only certified delegates shall proceed to cast official secret ballots for all contested offices. Balloting shall open and close at the discretion of the convention for such time as will afford all duly accredited delegates an opportunity to cast their ballots.
- f. Election Results: Ballots shall be counted by judges selected by the Convention. Unless the Central Committee adopts differing rules at least sixty (60) days prior to a Convention, the following rules shall apply to balloting at a Convention:
  - i. Upon completion of the counting of ballots by the Convention Judges, if one Candidate receives sixty percent or more of the votes cast, he or she shall become the party's Candidate in the General Election without running in the Primary Election.
  - ii. If there are five or more candidates and no Candidate receives sixty percent or more of the votes cast, the three Candidates who receive the highest number of votes shall be placed on a ballot and voting shall proceed again. If one Candidate then receives sixty percent or more of the votes cast, he or she shall become the party's Candidate in the General Election without running in the Primary Election.
  - iii. If there are fewer than five candidates and no Candidate receives sixty percent or more of the votes cast, or if no Candidate in the second round of balloting described above receives at least sixty percent of the votes cast, the two Candidates who receive the highest number of votes shall be placed on a ballot and voting shall proceed again. If one candidate then receives sixty percent or more of the votes cast, he or she shall become the party's Candidate in the General Election without running in the Primary Election.
  - iv. If, in the balloting described above, no Candidate receives at least sixty percent of the votes cast, the two final candidates shall be declared the party's nominees to run at the Primary Election.

#### E. Organizing Convention

1. The Utah County Republican Party Organizing Convention shall be held on or before the 15th of August of each odd-numbered year. Notice of the Convention shall be mailed no later than forty days prior to the date of the Convention to the same delegates as attended the next previous Nominating Convention or to their duly appointed successors. The Convention shall convene at the time and place designated by the Central Committee and shall conduct party business as directed by the Executive Committee.



2. The Utah County Republican Party Organizing Convention business shall include the election by ballot of the four County Party Officers and the State Central Committee members as provided in the Bylaws. Only qualified members who filed a declaration of their candidacy with the County Party Secretary at least fourteen days before the convention shall have their names placed on the ballots provided by the Party. The Convention Chair shall certify to the Convention the election results.
  3. Ratification of Platform amendments adopted by the County Central Committee.
- F. The Executive Committee shall call other meetings and conventions as needed.
- G. Candidates for any office are prohibited from being in the ballot counting area while ballots are being counted for their own race.

### **Bylaw 7 - Midterm Vacancies in the Legislature**

- A. In the case of a mid-term vacancy of a Republican in the Utah State Senate or House of Representatives for a district entirely within Utah County, the Party shall call a convention of county delegates residing in the precincts comprising the district having the vacancy for the purpose of electing a replacement.
- B. Such election shall follow the same voting procedures and rules used for Nominating Conventions as outlined in Bylaw 7, Section D, governing the selection of party candidates, except as modified below.
1. If, after the round of balloting in which only two candidates remain, neither candidate receives at least sixty percent of the votes cast, the vote totals for each candidate shall be announced and voting proceed one last time. The candidate who then receives the most votes shall be the Party's selection to fill the midterm vacancy.
  2. In the case of a tie between the two remaining candidates, the Party selection to fill the midterm vacancy shall be determined by a coin toss.
- C. Eligibility. Any candidate who was registered as a Republican in the most recent general election and is currently eligible to file as a Republican candidate may file for a midterm vacancy.
- D. The Party Chair and Secretary shall certify the selection made under this bylaw to the State Party Chair in accordance with Utah Code section 20A-1-5-3.

### **Bylaw 8 - Committee Procedures**

- A. The **Steering Committee** shall meet as needed, but not less than once a month. Additional meetings shall be held at the call of the County Party Chair or at the request of any two Steering Committee members. A quorum shall consist of a majority of its members.
1. When the Steering Committee vetoes motions passed by the Central Committee, vetoes must be submitted in writing to the County Party Secretary at the meeting where the motion is passed or no later than seven days thereafter. Vetoes presented to the Secretary during the meeting in which the motion is passed may be over-ridden by the Central Committee only at that meeting. If the veto occurs after the meeting in which the motion

is passed, the County Party Secretary shall mail a notice to each member of the Central Committee, which notice shall contain a copy of the motion, with the reason for the veto, and a call to a Central Committee Meeting for the purpose of considering an over-ride of the veto. The notice shall be mailed no later than seven days after the veto is received by the Secretary. Each Central Committee Meeting called to consider an over-ride shall be held no earlier than seven days after the notice is mailed and no later than twenty-four days after the veto is received by the Secretary.

2. Each of the officers of the Steering Committee may appoint such committees and/or assistants as needed to perform the functions of said office with the approval of the Steering and Executive Committees, such committees and assistants being accountable to the appointing authority. Such assistants or committees may attend meetings of the Steering, Executive, and Central Committees as needed when invited by the Party Chair, but shall have no voice nor vote in any such meeting unless also a member of that body or unless invited by the Party Chair to speak.

B. **Executive Committee.** Chairs of the Legislative Districts may appoint a proxy, in writing, from among their subordinate officers to represent them in their absence. The Executive Committee shall meet at least once each month. Additional Executive Committee Meetings may be called by the County Party Chair, the Steering Committee or the Executive Committee. A quorum shall consist of a majority of legislative district chairs, or their proxies, and a majority of the Executive Committee.

C. **Central Committee.** Proxies shall not be permitted, but a non-voting representative may attend to obtain information on behalf of any absent member. The Central Committee shall meet as needed, but not less than once a quarter. Central Committee Meetings may be called by the Steering Committee, the Executive Committee or upon the petition of ten percent of the members of the Central Committee. A quorum shall exist when at least one hundred Voting Precinct Chairs or Vice-Chairs are present.

The Central Committee has the power to over-ride a veto by the Steering Committee, which over-ride requires a two-thirds majority vote of the quorum present, provided that the over-ride occurs no later than the end of the next Central Committee Meeting held after the veto.

D. **Constitution and Bylaws Committee**

1. **Number of Members.** The Constitution and Bylaws Committee shall have seven (7) members. The Chair of the Constitution and Bylaws Committee shall become a member of the County Executive Committee.
2. **Purpose.** The Constitution and Bylaws Committee is the guardian of the Party Constitution and Bylaws.
3. **Changes.** The Constitution and Bylaws Committee is responsible for reviewing the Party Constitution and Bylaws and making recommendations to the County Central Committee for changes as the need arises. It is also responsible to review all proposed Party Platform revisions submitted and edit each proposed revision for style, form, balance, redundancy, and consistency prior to Executive Committee review of the proposed revision.
4. **Exclusion.** No County Wide Party Officer or County-Wide Party employee may be a member of the Constitution and Bylaws Committee.
5. **Election.** All members (including the Chair and Vice-Chair) shall be elected at the Third Quarter Central Committee Meeting during the "organizing" year.

6. Term. All members shall serve for a term of two years unless:
  - a. removed for cause, or
  - b. the member moves out of the County, or
  - c. the member resigns, or
  - d. the member dies.
7. Removal. Should any Committee member be removed from office as an officer or a delegate pursuant to Bylaw 11, C. (removal for cause), he/she shall automatically be removed from the Constitution and Bylaws Committee as well. This provision shall apply (in any case of removal for cause) to anyone serving on this Committee, whether that person is then serving as an officer [or a delegate] or not.
8. Nominations.
  - a. In order to be considered a candidate to serve as a member of this Committee, a declaration of candidacy must be filed with the County Party Secretary at least one week prior to the Central Committee Meeting of election.
  - b. Nominations will only be accepted from the floor if there has been an inadequate number of declarations of candidacy received to fill all vacancies. In such case, those who submitted declarations of candidacy will automatically be elected, and floor-nominated candidates will vie for election to the remaining positions.)
  - c. The Chair and Vice-Chair of this Committee shall be nominated by the members of the Committee from among its members. Such nomination must then be ratified by both the Executive Committee and the Central Committee.
9. Meetings. Meetings shall be held from time to time as required in order to fulfill the purpose (D.2. above) and make necessary changes (D.3. above). The County Chair is responsible for setting and conducting the first meeting after members of the Committee have been elected.
10. Vacancies. The method of replacement to fill an unexpired term on this Committee shall be as follows:
  - a. If the Chairmanship becomes vacant, the Vice-Chair shall have the option of filling that position. The Constitution & Bylaws Committee members shall then nominate a qualified member of their Committee to become the new Vice-Chair. If the Vice-Chair declines the position of Chair, the Committee members shall nominate another qualified member of their Committee to fill that position. (In the event of a tie vote, the soon-to-be vacated Committee-member position described in b. below shall first be filled, and then another vote taken of the entire Committee.)
  - b. If any other Committee member position becomes vacant, the Committee Chair shall nominate a qualified member of the County Central Committee to succeed to the position.
  - c. The nominee in either case above shall serve an interim appointment with all the authority and responsibility of that position until such nomination is approved by

both the Executive Committee and the Central Committee (or the nomination is rejected by either).

**E. Audit Committee**

1. Number of Members. The Audit Committee shall have five (5) members. The Chair of the Audit Committee shall become a member of the County Executive Committee.
2. Purpose. The Audit Committee shall select a qualified CPA firm to review or audit the Party's financial records for the past fiscal year. The Audit Committee shall oversee the review or audit and present the review or audit report to the Executive Committee for review and its recommendations for approval or disapproval of the review or audit report before submitting the review or audit report to the County Central Committee for approval.
3. Exclusion. No County-Wide Party Officer or County-Wide Party employee may be a member of the Audit Committee.
4. Election. All members (including the Chair and Vice-Chair) shall be elected at the Third Quarter Central Committee Meeting during the "organizing" year.
5. Term. All members shall serve for a term of two years unless;
  - a. a member is removed for cause, or
  - b. the member moves out of the County, or
  - c. the member resigns, or
  - d. the member dies.
6. Removal. Should any Committee member be removed from office as an officer or a delegate pursuant to Bylaw 11, C. (removal for cause), he/she shall automatically be removed from the Audit Committee as well. This provision shall apply (in any case of removal for cause) to anyone serving on this Committee, whether that person is then serving as an officer [or a delegate] or not.
7. Nomination.
  - a. In order to be considered a candidate to serve as a member of this Committee, a declaration of candidacy must be filed with the County Party Secretary at least one week prior to the Central Committee Meeting of election.
  - b. Nominations will only be accepted from the floor if there has been an inadequate number of declarations of candidacy received to fill all vacancies. In such case, those who submitted declarations of candidacy will automatically be elected, and floor-nominated candidates will vie for election to the remaining positions.
  - c. The Chair and Vice-Chair of this Committee shall be nominated by the members of the Committee from among its members. Such nomination must then be ratified by both the Executive Committee and the Central Committee.

8. Meetings. Meetings shall be held from time to time as required in order to fulfill the purpose (E.2. above) of the Committee. The County Chair is responsible for setting and conducting the first meeting after members of the Committee have been elected.
  9. Vacancies. The method of replacement to fill an unexpired term on this Committee shall be as follows:
    - a. If the Chairmanship becomes vacant, the Vice-Chair shall have the option of filling that position. The Audit Committee shall then nominate a qualified member of their Committee to become the new Vice-Chair. If the Vice-Chair declines the position of Chair, the Audit Committee shall nominate another qualified member of the Committee to fill that position. (In the event of a tie vote, the soon-to-be vacated Committee-member position described in b. below shall first be filled, and then another vote taken of the entire Committee.)
    - b. If any other Committee membership position becomes vacant, the Committee Chair shall nominate a qualified member of the County Central Committee to succeed to the position.
    - c. The nominee in either case above shall serve an interim appointment with all the authority and responsibility of that position until such nomination is approved by both the Executive Committee and the Central Committee (or the nomination is rejected by either).
- F. **Ad Hoc and Standing Committees** may be appointed by any Chair or by any governing committee and shall be accountable to the appointing authority.

### **Bylaw 9 - Officers and Delegates**

- A. Officers shall provide, without discrimination or restriction, equal access to party information and services within the officer's responsibility to all Republican candidates for whom the officer's constituents may vote. The nine (9) members of the Steering Committee shall not publicly endorse or support any Republican Candidate for public office while the candidate is opposed by another Republican candidate for the same office.
- B. An Officer or Delegate who moves out of the geographic subdivision from which they were elected or appointed shall be considered to have resigned, de facto, and shall not continue in that office nor in any ex-officio positions associated with that office.
- C. No officer or delegate shall be removed from office except for cause and provided that the officer or delegate is given at least fourteen days' advance written notice of the allegation, is given opportunity for a fair hearing by the Executive Committee, and is given the right to appeal to the Central Committee for reconsideration of an adverse finding and recommendation by the Executive Committee. If the officer or delegate so charged fails to respond to the notice and fails to appear at the hearing, or if the officer or delegate does not appeal an adverse finding within fourteen days after the hearing, then the decision of the Executive Committee shall be final.
- D. In case of death, physical or mental disability, resignation or removal from office for cause of any elected party official or delegate or in the case of a vacancy for any other reason, the order of succession or the method of replacement to fill the unexpired term of office shall be as follows:

1. When any Chairmanship becomes vacant, the Vice-Chair shall succeed to the Chairmanship without further approval, unless the Vice-Chair declines.
2. When any Chairmanship becomes vacant and the Vice-Chairmanship is also vacant or the incumbent Vice-Chair declines succession, the following procedures will apply:
  - a. In the case of the County Party Chairmanship, the Executive Committee shall nominate a qualified party member to become the new Chair. The nominee and other candidates for this office shall file their candidacy with the County Party Secretary at least seven days prior to the next scheduled Central Committee Meeting. The Central Committee shall elect a replacement by ballot.
  - b. In the case of other Chairmanships, the Chair of the next higher level of organization shall nominate a qualified party member of that precinct or district to succeed to the office.
3. When any other position becomes vacant, the Chair of the respective organizational level shall nominate a qualified member of the electing area to succeed to the office.
4. The nominee in each case above shall serve an interim appointment with all the authority and responsibility of that office until the nomination is approved by both the Executive Committee and the Central Committee, or the nomination is rejected by either.
5. These five appointed officers shall be nominated by a majority of the four Elected County Party Officers and approved by the Executive Committee and the Central Committee, and shall serve only during the term of the four Elected County Party Officers.
6. The Utah County Republican Party Chairman, within 30 days following the Organizing convention or within 30 days of a vacancy in the position, shall appoint, subject to Executive Committee approval, a Utah County Republican Party Parliamentarian. The Parliamentarian should be experienced in the Parliamentary procedures, and if this is not practical, should be willing to obtain proper knowledge and experience. The Utah County Republican Party Parliamentarian shall serve as Parliamentarian at all Central Committee meetings as well as at all conventions.

### **Bylaw 10 – Party Platform**

- A. Purpose. The purpose of the Party Platform is to identify the Party--and elected officials who are members of the Party--with certain values, principles, and legislative priorities.
- B. Amendments
  1. Who may propose. Any member of the Central Committee may propose amendments to the Party Platform.
  2. Review and Recommendation by Constitution and Bylaws Committee. Proposed amendments shall be submitted in writing to the Constitution and Bylaws Committee, which shall review and edit each proposed amendment for style, form, balance, redundancy, and consistency. The Committee may then make a recommendation as to the style, form, balance, redundancy, and consistency of the proposed amendment as

presented to the Executive Committee, Central Committee, and Convention.

3. Consideration and Recommendation by Executive Committee. The Executive Committee shall then consider proposed amendments and make a recommendation. The Executive Committee's recommendation is not limited to the factors considered by the Constitution and Bylaws Committee.
  4. Presentation to Central Committee. Proposed amendments, along with both committees' recommendations, shall be presented to the Central Committee. Approval of any proposed amendment requires a 2/3 majority vote of a quorum present at any Central Committee Meeting where written notice of the proposed amendment has been previously available (through any means including, but not limited to, publication on the Party website, email, regular mail, and hand delivery) to all Central Committee members at least 7 days prior to the meeting at which the vote will take place.
  5. Presentation to the Convention. Platform amendments adopted by the Central Committee shall be presented to the delegates for ratification by a majority vote at the next regularly scheduled County Convention.
- C. Limitation. Platform amendments adopted within the time period between the candidate filing deadline and the general election shall not go into effect until after the general election.

#### Bylaw 11 – Rules of Order

The rules contained in Robert's Rules of Order 11th Edition Newly Revised shall govern all meetings of the Party unless contrary to the State Party Constitution, the State Party Bylaws, the County Party Constitution, the County Party Bylaws, or any special rule of order the Party may adopt.

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This index is for convenience only. It not a part of the approved bylaws and should not be used for interpretation of the bylaws.

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