

## **AUDIT COMMITTEE**

### **Governing Documents**

#### **Constitution Of the Utah County Republican Party**

##### **Article III - Organization and Powers**

- E. The Utah County Republican Party shall be governed by three Committees:
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. (emphasis added)
- 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.

#### **Bylaws Of the Utah County Republican Party**

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

- 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 9, 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).