

Washoe County Republican Central Committee Bylaws

As Amended 29 January 2024

Index	1
Article I – Name	3
Article II – Purpose	3
Section 1 General Purposes	
Section 2 Specific Objectives	
Article III – Membership	3
Section 1 Precinct Membership	
Section 2 WCRCC Voting Members	
Section 3 Membership by Nomination	
Section 4 Responsibilities	
Section 5 Resignation, Removal and Replacement	
Article IV – Officers	5
Section 1 Election, Term, Resignation, and Replacement	
Section 2 Duties of Officers	
Article V – Executive Committee	7
Section 1 Members and Dates of Meetings	
Section 2 Vacancies	
Article VI – Meetings	8
Section 1 Regular Meetings	
Section 2 Special Meetings	
Section 3 Quadrennial Precinct Meetings	
Article VII – County Convention	10
Section 1 Purpose	
Section 2 Dates	
Section 3 Delegates	
Section 4 Officers	
Section 5 Convention Committees	
Section 6 Delegates to the State Convention	
Article VIII – Committees	12
Section 1 Standing	
Section 2 Special	
Article IX – Nevada Republican Central Committee	14
Section 1 Representatives	
Section 2 Vacancies	

Article X – Parliamentary Authority	14
Section 1 Parliamentary Authority	
Section 2 Interpretation of Bylaws	
Article XI – Amendments	15
Section 1 Procedure	

Article I: Name

The name of this organization is the Washoe County Republican Central Committee, hereafter referred to as the "WCRCC".

Article II: Purpose

Section 1. The guiding philosophy and principles of the WCRCC is the promotion of sound, honest, conservative government that upholds the Constitutions of the United States and the State of Nevada. We stand for lower taxes, smaller government, election integrity, personal responsibility, and strong national defense.

Section 2. The objectives of the WCRCC are to facilitate, promote, and encourage:

- A. By providing leadership and management of the affairs of the Washoe County Republican Party.
- B. The election of Republican candidates at all levels of government, including non-partisan races.
- C. Building and maintaining an active Washoe County Republican party organization by
 1. Recruiting and supporting strong, qualified candidates;
 2. Raising adequate funds to accomplish the objectives of the WCRCC;
 3. Maintaining solid precinct organization;
 4. Encouraging Republican Party members to vote;
 5. Informing Republican Party members and the general electorate on Republican philosophy, platform, issues, candidates and office holders through political education and activities;
 6. Promoting election integrity
- D. By informing the public concerning affairs of the Republican Party;
- E. Participation by all Republicans in Washoe County Republican party activities;
- F. Loyalty to the Republican Party and party's philosophy and principles;
- G. Recruitment of new Republicans.

Article III: Membership

Section 1. Precinct membership

- A. Precinct eligible membership for registered Republicans only, shall be established by reference to the Washoe County Registrar's registered voters list on the first Monday of January of each election year or the most current revision available.
- B. Is entitled to one delegate for each 50 registered Republican voters or major fraction thereof, residing in that precinct.
 - A. It shall not be changed until the membership for the next County Convention year's precinct meeting is determined.
- C. In the event that a registered Republican's precinct is full and there is an opening in a contiguous precinct, an application can be submitted for consideration.

Section 2. WCRCC voting members:

- A. Shall be nominated at the Biennial Precinct Meetings (sometimes referred to as the "Caucus") and elected at the County Convention.
 1. Each-precinct is entitled to as many WCRCC members as that precinct is authorized delegates to the County Convention as in Article III, Section 1, B
 2. Each precinct is entitled to at least one WCRCC member.
- B. After election at the County Convention, each member shall serve for a period of four years and until their successors have been elected.

Section 3. Membership by nomination

- A. Vacancies in WCRCC membership may be filled between County Conventions by nomination
- B. Any person requesting to be nominated for membership on the WCRCC must complete the Central Committee Application Form and must be received by the Credentialing Committee a minimum of 4 (four) business days prior to the next Central Committee meeting.
- C. Upon verification of their registration as a Republican, an open seat in their precinct, or contiguous precinct (if their precinct is full) and review by the Credentialing Committee, the Secretary will submit their name for nomination at the next Central Committee meeting.
- D. Membership is then dependent on election by the WCRCC at the following Central Committee Meeting.
 1. Applicants for membership must be present at both the meeting when nominated and the meeting when elected, generally the next meeting after their nomination.
 2. A member newly elected to fill a WCRCC vacancy may vote on general business matters at the meeting when elected but is precluded from voting on any officer elections or Executive Committee member elections at that meeting, if such occur.
 3. Any person elected pursuant to this paragraph serves until the next County Convention or until his/her successor has been elected;

Section 4. Responsibilities of members of the WCRCC:

- A. Must be a registered Republican voter in Washoe County, Nevada;
- B. Must keep the Secretary advised of his/her correct physical address, email address, and telephone numbers;
- C. Must be familiar with these Bylaws, Governing Documents, and Platform;
- D. Must support Republican candidates;
- E. May actively and/or openly support any candidate who most closely aligns with our core values for any partisan or non-partisan office, provided there is no candidate registered as a Republican seeking the same partisan or non-partisan office;
- F. Shall sign the attendance record at each meeting.
- G. Shall support the WCRCC through participation in the activities, committee membership, fundraising efforts, and/or precinct organization.

Section 5. Resignation, removal, and replacement of members:

- A. Members may resign from the WCRCC by notifying the Secretary of the WCRCC in writing or by email. Resignations are effective as of the date specified in the letter of resignation. If no date is specified, the resignation becomes effective the date it is received by the Secretary of the WCRCC.
- B. A member of the WCRCC may be removed by a vote of the majority of the membership present at any meeting of the WCRCC after written and email notification, ten (10) calendar days prior to the meeting, from the Credentials Committee to the member for the following reasons:
 1. The member's failure to appear in person at three (3) consecutive regular WCRCC meetings without notifying the WCRCC Secretary of his/her absence by email, telephone, or US Postal Service;
 2. A member may not miss a total of four (4) regular meetings during a twelve (12) month period.
 - a. Executive Committee may be petitioned for retention on WCRCC.
 3. Primary residence outside of Washoe County.
- C. A member of the WCRCC may be removed for cause only by a two-thirds vote of the

membership present at any meeting of the WCRCC. The WCRCC may consider removal of a member of the WCRCC after written and email notification, ten (10) calendar days prior to the meeting, from the Executive Committee, to the member for the following reasons. One member per motion may be considered for removal. All sensitive/embarrassing information, pertaining to the cause, will be considered in a special executive session of the Executive Committee or if necessary, an executive session of the WCRCC.

1. The member's failure to support and adhere to the general purposes and specific objectives of the WCRCC as provided in Article II.
2. The members violation of Article III, Section 4, E.

D. Right of participation

1. A person's right to participate or vote as a delegate to a County or State Convention or as a member of a County or State Central Committee may not be conditioned upon the payment of money.
2. A reasonable fee may be charged to attend a County or State Convention.
3. In the event a person resigns, is removed, or their nomination is not accepted, that person may not participate in the WCRCC activities for one year.
4. After the one-year suspension the person must attend their next precinct meeting for election to the WCRCC.

Article IV: Officers

Section 1. Election, term of office, resignation and replacement:

- A. The elected officers of the WCRCC are the Chairman, Vice Chairman, Secretary, and Treasurer. They must reside in Washoe County, be registered Republicans, and be members in good standing of the WCRCC for a period of at least six (6) months preceding their respective nominations. Officers must be elected by the members of the WCRCC at the regular meeting in April of odd numbered years and shall take office on May 1 of the year in which they are elected;
- B. Officers serve for a period of four years.
- C. No officer may serve more than two consecutive terms unless their nomination is approved by a two-thirds vote by the WCRCC for a third and final consecutive term.
- D. None of the officers of the WCRCC shall receive payment for their services.
- E. Vacancies in any elected office must be filled by special election of the WCRCC.
 1. The special election must occur after a minimum of 31 days from a Nominations and Elections Committee being notified of the respective vacancy. Notice of special election shall be included in the call to meeting.
 2. The newly elected officers will take office immediately and serve the remainder of the term of the officer the member replaces.
- F. Term of service of any positions and all paid personnel shall expire when a new Chairman takes office.
- G. Any elected officer of the WCRCC may be removed from office for sufficient cause that the WCRCC may deem so. At any properly noticed WCRCC meeting at which a quorum is present, a motion may be made and seconded by any member of the WCRCC, and after discussion, an affirmative vote of two-thirds (2/3) of the members of the WCRCC present and eligible to vote shall cause the elected officer to be removed from office immediately.
- H. Officers of the WCRCC have general charge of the affairs of the Republican Party in Washoe County and have the powers usually exercised by these officers, subject to the Nevada Republican Central Committee Bylaws.
- I. Should at least one (1) candidate for a particular position fail to receive a simple majority of votes cast, the winner shall be decided by a runoff vote between the two (2) candidates receiving the highest number of votes.
- J. In the event of a tie vote, the winner shall be decided by the drawing of cards using a

standard fifty-two (52) card deck of playing cards, with the high card holder, in accordance with standard poker rules, being declared the winner.

Section 2. Duties of the elected officers

A. The Chairman shall:

1. Serve as chief executive officer of the WCRCC;
2. Preside at all meetings of the WCRCC and the Executive Committee
3. Have the discretion to appoint, with approval of the Executive Committee, the Chairmen and Directors of Standing Committees and any Special Committees as needed;
4. Shall appoint, with approval of the Executive Committee, a qualified Parliamentarian;
5. Implement policies and procedures established in conjunction with the Executive Committee for management of the WCRCC;
6. Represent the WCRCC on the State Central Committee, at other functions, and in any other capacity as may be required by virtue of the Chair's position;
 - a. Speak with the press on behalf of the WCRCC using the platform and formal resolutions as a guide to the voice of the WCRCC.
7. Call the County Convention to order for the purpose of electing a temporary Chairman of the Convention.
8. Shall be an advisory member of the following committees: Communications, Candidate Recruitment, Governing Documents, and Political Affairs.
 - a. Attend a minimum of one meeting per year of all of the Standing Committees.

B. The Vice Chairman shall:

1. In the absence of the Chairman, the Vice Chairman shall assume the duties of the Chairman;
2. In the event that the office of Chairman is vacated, the Vice Chairman shall serve as acting Chairman until a new Chairman is elected in accordance with these Bylaws.
3. Represent the WCRCC on the State Central Committee, at other functions and in any other capacity as may be required by virtue of the Vice Chair position.
4. Shall be an advisory member of the following committees: Events, Fundraising, Resolutions, and Field Operations.
 - a. Attend a minimum of one meeting per year of all of the Standing Committees.

C. The Secretary shall:

1. Notify all members of the WCRCC, via postal mail, email or telephone, of meeting times and locations, unless responsibility is assigned by the Chair to someone else;
 - a. Ensure the WCRCC and Executive Committee Meetings are posted to the website calendar.
 - b. Keep a current record of names, addresses (physical and mailing), telephone numbers and emails of WCRCC members including precinct numbers, working in conjunction with the Credentialing and Field Operations Committees.
2. Shall report to the Secretary and the Credentialing Committee Chair of the Nevada Republican Central Committee (NRCC), the current and accurate list of the WCRCC representatives elected to the State Central Committee.
3. Keep and distribute to all members accurate Minutes of WCRCC and Executive Committee meetings;
4. Be custodian of all records of the WCRCC and its Standing or Special Committees and may work with a historian to preserve the WCRCC records.
 - a. The Secretary may choose to appoint a historian.
 - b. The historian must be approved by the Executive Committee.
5. Prepare and distribute regular correspondence for the WCRCC as needed;

6. Receive the report from the Credentialing Committee at each WCRCC meeting for the purpose of determining that a quorum is present to conduct business;
 7. Maintain meeting attendance records.
- D. The Treasurer shall:
1. Receive and have custody of all monies and financial records of the WCRCC and keep an accurate record of all monies received and disbursed as authorized by the WCRCC or Executive Committee;
 - a. Access to financial records shall be diligently protected and accessible by both the Treasurer and the Chair.
 2. Establish and maintain all accounts for the WCRCC in a bank approved by the Executive Committee;
 3. Report at each WCRCC meeting and, in conjunction with an Audit Committee, make a full and complete report at the County Convention;
 4. Make available upon request to the Executive Committee an accounting of the funds on deposit, revenues and expenditures to any WCRCC member in good standing, contingent on the requesting member signing a Non-Disclosure Agreement.
 5. Submit all books of account, vouchers and receipts for audit annually to the audit committee or whenever a turnover of Treasurer occurs.
 - a. The outgoing Treasurer will work with the newly elected Treasurer and the Audit Committee to review and sign off on all accounts when they change hands.
 - b. The Audit Committee must contain one CPA either active or retired, or other qualified financial expert.
 6. Be informed of, and comply with, all federal, state and local statutes and regulations regarding the collection, management, disbursement and reporting of political party funds;
 7. Pay for budgeted expenditures consistent with the Budget and Expenditure Approval Policy. In the absence of the Treasurer, other elected officers of the WCRCC may approve and pay for budgeted items consistent with the policies and procedures approved by the Executive Committee.
 - a. The Executive Committee will have the authorization to spend outside of the budget for emergencies that affect the health, safety and welfare of the WCRP and will be presented to the WCRCC at the next meeting.
 8. Shall be an advisory member of the following committees: Budget, Events, and Fundraising Committees.
 - a. Attend a minimum of one meeting per year of the Budget, Events, and Fundraising Committees.
- E. Immediate Past Chair shall:
1. Serve as advisor to the current Chair.
 2. Attend and assist committees to organize as directed by the Chair.
 3. Shall be an advisory member to the Club and Outreach committee.
 4. Attend a minimum of one meeting per year of the Club and Outreach Committee.

Article V: Executive Committee

Section 1. The Executive Committee shall have general supervision of the WCRCC between its regular meetings and Convention. The Executive Committee shall meet monthly unless changed by the Executive Committee or the Chair. No Executive Committee member shall receive payments for their services. Each executive committee member will serve as a non-voting advisor to at least one standing committee.

- A. The voting membership shall include:
1. The four (4) elected officers of the WCRCC;

2. The immediate past Chairman of the WCRCC, provided they have not resigned or been removed from office by the WCRCC;
 3. Seven (7) members-at-large elected by the WCRCC, as provided in Article V Section 2 A;
 4. No proxies shall be allowed.
- B. Thirty-three percent of the voting members listed above shall constitute a quorum for the transaction of business.
- C. Special meetings of the Executive Committee may be called by:
1. The Chairman, upon at least 48-hour notice to each member of the Executive Committee;
 2. Fifty-one (51%) of the members of the Executive Committee by giving notice to the Chairman in writing or by email, who shall call the meeting to be held within 10 days of the date of said notice.
- D. The approval of the Executive Committee is required for the appointment and/or removal of Standing Committee and Special Committee Chairmen, and the Parliamentarian.
- E. The Executive Committee shall make available to the WCRCC the minutes of each of their meetings.
- F. Absences from three (3) consecutive meetings or four (4) in any twelve (12) month period, by any member, may cause removal from the WCRCC Executive Committee.
1. Executive Committee may be petitioned for retention on the Executive Committee.

Section 2: At-Large Members Elected to the Executive Committee

- A. Election, term of office:
1. For the seven (7) At-Large positions, candidates shall be self-nominated.
 2. The At-Large Members are elected by the members of the WCRCC for a term of four (4) years at the regular meeting in April of even numbered years and shall take office on May 1 of the year in which they are elected.
- B. Should at least one (1) candidate for a particular position fail to receive a simple majority of votes cast, the winner shall be decided by a runoff vote between the two (2) candidates receiving the highest number of votes.
- C. In the event of a tie vote, the winner shall be decided by the drawing of cards using a standard fifty-two (52) card deck of playing cards, with the high card holder, in accordance with standard poker rules, being declared the winner.

Article VI: Meetings

Section 1. Regular meetings

- A. Shall be held monthly in person, or electronically if necessary, unless otherwise ordered by vote of the WCRCC.
1. The Chairman, with the concurrence of the Executive Committee, shall establish the projected meeting dates for two years, within 60 days of assuming office.
 2. The Secretary will notify all WCRCC members of meeting dates, times, locations, and agenda at least 14 days prior to the meeting.
- B. Each credentialed voting member of the WCRCC has one (1) vote.
- C. Entrance to the WCRCC monthly meetings will require ID verification for credentialing. Credentials must be displayed at all times during the meeting.
- D. All WCRCC meetings shall be open to the public. Non-members may be granted the courtesy of speaking at the discretion of the Chair.
- E. Twenty (20) percent of the membership of the WCRCC shall constitute a quorum to transact business. No business shall be transacted in the name of the WCRCC unless a **physical** quorum is present. Use of proxies is prohibited.

- F. Minutes shall be open to the inspection of each member and will be available at the WCRCC Headquarters.

Section 2. Special meetings may be held as follows:

- A. By a motion passed at a regular meeting;
- B. On a call of twenty (20) percent of the WCRCC membership by notice to each member at least ten (10) days prior to the meeting;
- C. On call of the Chairman by notice to each member at least ten (10) days prior to the meeting.
- D. No special meeting may be called within seven (7) days of a regular meeting.

Section 3. Quadrennial Precinct Meetings

- A. The purposes of the Quadrennial Precinct Meetings are to nominate members to the WCRCC, elect delegates to the County Convention, and make recommendations for the County platform.
- B. Quadrennial Precinct Meetings are the responsibility of the WCRCC.
- C. All registered Republican voters residing within Washoe County are entitled to attend and participate in precinct meetings.
- D. The dates for the Quadrennial Precinct Meetings will be set by the State Central Committee in each year in which a general election is held.
- E. Precinct meetings must be held in one of the following places in the following order of preference:
 - 1. Any public building within the precinct if the meeting is for a single precinct, or any public building which is in reasonable proximity to the precincts and will accommodate a meeting of two or more precincts; or
 - 2. Any private building within the precinct or one of the precincts.
 - 3. If a meeting is not held for a particular precinct at the location specified, that precinct must be without representation at the County Convention unless the meeting was scheduled, with proper notice, and no registered voter of the party appeared. In that case, the meeting shall be deemed to have been held and the position of delegate is vacant.
- F. The WCRCC shall give notice of the meeting(s) by posting in a conspicuous place outside the building where the meeting(s) are to be held.
- G. A notice shall be published in one or more newspapers of general circulation in the precinct, published in the county, if any are so published, on the date set forth giving notice of the meeting by the State Central Committee.
 - 1. Promptly at the time and place appointed the Quadrennial Precinct Meeting must be convened and organized for each precinct. If access to the premises appointed for any such meeting is not available, the meeting may be convened at an accessible place.
 - 2. The meeting must be conducted openly and publicly and in such a manner that it is freely accessible to any registered Republican voter who resides in the precinct and who desires to attend the meeting.
- H. The notice must be printed in conspicuous display advertising format of not less than 10 column inches, and must include the following language, or words of similar import:

Notice to All Voters Registered
In The State of Nevada Republican Party

In every year during which a general election is held, a Quadrennial Precinct Meeting will be held for each precinct. All persons registered in the party and residing in the precinct are entitled to attend the precinct meeting. Delegates to the party's County Convention will be elected at the meeting by those in attendance. Set forth below are the time and place at which your precinct meeting will be held, together with the number of delegates to be elected from each precinct. If you wish to participate in the organization of your party for the coming 2 years, attend your precinct meeting.

- I. The notice must specify:
 - 1. The date, time and place of the meeting; and
 - 2. The number of delegates to the County Convention to be chosen at the meeting as specified in Article III, Section 1.
- J. If a position of delegate is vacant, the WCRCC shall appoint a delegate from among the qualified members of the party residing in the precinct in which the vacancy occurred, and the secretary of the WCRCC shall certify the appointed delegate to the County Convention.
- K. Persons nominated by their respective precinct meetings to serve as members of the WCRCC for the ensuing four years shall be certified and elected at the Washoe County Convention.
- L. Each County Convention is empowered to fill any nominations left unfilled by the precinct meetings, in accordance with these Bylaws.
- M. Certificate forms:
 - 1. The WCRCC shall prepare and number serially a number of certificate forms equal to the total number of delegates to be elected throughout the county, and deliver the appropriate number to each precinct meeting.
 - 2. Each certificate must be in duplicate. The original must be given to the elected delegate, and the duplicate transmitted to the WCRCC.
 - 3. All duplicates must be delivered to the Chair of the preliminary Credentials Committee of the County Convention. Every delegate who presents a certificate matching one of the duplicates must be seated without dispute.

Article VII: County Convention –

Section 1. The purpose of the County Convention is to:

- A. Elect delegates to the Nevada Republican State Convention;
- B. Adopt a County platform;
- C. Elect the County Central Committee;
- D. Take such action pertaining to the affairs of the County which remain consistent with its Bylaws.

Section 2. Date and Location of Convention

- A. The County Convention for all registered Republican voters in Washoe County is the responsibility of the WCRCC to call at a time and date set by Nevada Republican State Central Committee to be held each year in which a general election is held.
- B. The delegates so elected to the County Convention shall convene at the county seat, or at such other place in the county as the WCRCC shall designate.
- C. The WCRCC shall cause notice of the holding of the County Convention of its party to

be published in one or more of Washoe County newspapers. The notice must be in substantially the following form:

NOTICE OF THE WASHOE COUNTY REPUBLICAN CONVENTION

Notice is hereby given that the County Convention of the Republican Party for Washoe County will be held at in, on theday of the month of of the year; that at the convention delegates to the Nevada State Republican Convention will be elected, a County Central Committee, known as the Washoe County Republican Central Committee (WCRCC), to serve for the ensuing 2 years will be chosen, and other party affairs may be considered; that delegates to such County Convention will be chosen at WCRCC precinct meetings to be held in each voting precinct in the county on or before the day of the month of of the year; and that a voting precinct is entitled to a number of delegates in proportion to the number of registered voters of the Republican Party residing in the precinct as set forth in Article III, Section 1.

County Central Committee of.....Washoe County, Nevada

By.....

And.....

Section 3. Credentialing

- A. The WCRCC shall, before the date of the Convention, designate a preliminary credentials committee to examine the credentials of all persons claiming to be delegates. All such persons whose credentials are not in dispute must be seated as delegates.
- B. The persons so seated shall elect a temporary chair, who shall appoint a temporary secretary and a credentials committee to examine and report on all cases of disputed credentials.
- C. When all such disputes have been determined, the Convention shall complete its organization and adopt its agenda.
- D. The chair and the secretary of the WCRCC shall certify to the State Convention the result of the election by the County Convention of delegates to the State Convention
 - 1. The WCRCC, to be elected by the County Convention, must consist of such number of members as may be authorized by Article VII, Section 4 D.

Section 4. Delegates to the Convention

- A. They shall organize and elect the delegates to which the registered Republican voters residing in Washoe County are entitled to send to the Republican State Convention, and elect the members of the WCRCC for the ensuing term.
- B. They may also adopt a county platform and take such other action, pertaining to the affairs of their party in that county, as they may deem proper.
- C. Any and all delegates to the Convention must be duly elected at the precinct meetings directly preceding the Convention, and appointed prior to the commencement of the Convention.
- D. Delegates to the County Convention shall elect County Central Committee members who were nominated at the Quadrennial Precinct Meeting.
- E. In presidential election years, the election of delegates may be a part of expressing preferences for candidates for the party's nomination for President of the United States if the rules of the party permit such conduct. The result of the election must be certified to the County Convention of the party by the chair and the secretary of the meeting upon the forms specified in subsection 4 D.
- F. Any registered Republican residing in Washoe County is entitled to attend this

Convention. However, only delegates selected at their precinct meeting are eligible to vote.

E. Each precinct:

1. Shall determine the number of eligible delegates per precinct by having the WCRCC request the county clerk determine and report on the number of registered Republican voters of each precinct as of:
 - a. The date 90 days before the date set for the Quadrennial Precinct Meeting. In addition, a request shall be made of the County Clerk to notify the Secretary of State and the WCRCC of those numbers within 10 days after the date of the request.
 - b. The number determined pursuant to Article III, Section 1, B, shall be used to determine the number of delegates to the County Convention unless superseded by Nevada State GOP directives.
2. Is entitled to have at least one WCRCC member and delegate to the County Convention.

Section 4. Officers of the Convention

The Chairman, with the approval of the Executive Committee, may appoint temporary officers to the Convention from the pool of elected delegates from the precinct meetings

Section 5. Convention Committees

- A. On or before the 90th day preceding the County Convention, the Chairman, with the approval of the Executive Committee, shall appoint Convention Committees whose term shall expire simultaneously with the adjournment of the County Convention. The Chairman shall name Chairmen to the following committees:
 1. Credentials
 2. Standing Rules
 3. Program
 4. Convention Arrangements
 5. Platform
 6. Resolutions
 7. Nominations to State Delegates
 8. Nominations to State Central Committee
 9. Elections
- B. The Chairman and the Executive Committee may reserve the right at the initial time of appointment to name each specific member of a committee. In the absence of such selection, each Committee Chairman shall be free to select membership of the Committee.

Section 6. Delegates to State Convention

Delegates to the State Convention will be elected at the County Convention and shall be one delegate for each 150 registered Republican voters, or major fraction of such number, residing in Washoe County.

Article VIII: Committees –

Section 1. Standing Committees and responsibilities: All Committee Chairmen and Directors appointed by the WCRCC Chair with Executive Committee approval shall be members of the WCRCC. Any Committee business should be brought before the appropriate Committee prior to being brought to the Executive Committee. Standing Committee Chairs and Directors may form sub-committees at their discretion.

- A. Budget - The Chair of Budget Committee:

1. Prepares a proposed annual budget for the following fiscal year for approval at the first WCRCC meeting in January of each year;
 2. Prepares records to support an annual review and a biennial internal audit and establishes policy and procedures for collection and accounting of monies at events;
 3. The Treasurer shall be a member of this Committee.
- B. Fundraising - The Chair of Fundraising Committee:
1. Oversees all fundraising activities of the WCRCC including the Century Club and Lincoln Day Dinner events.
 2. Coordinates with the Events Committee Chair on all fundraising activities.
 3. Coordinates with the Executive Committee in seeking donations.
 4. The Treasurer shall be a member of this Committee;
- C. Field Operations - The Chair of Field Operations Committee:
1. Will provide the WCRCC with a structure through which to reach individuals within Washoe County and to conduct training of Precinct Captains;
 2. Will direct voter registration, campaign volunteers and voting activities;
 3. Will work to ensure that every voter in Washoe County gets to the polls;
 4. Is responsible for conducting and monitoring voter registration events throughout Washoe County.
 5. Coordinates with the Events Director to conduct quadrennial Precinct meetings.
- D. Communications - The Chair of Communications Committee:
1. Coordinates with the Chair, all publicity activities including, but not limited to, advertising, press releases, social media platforms, and media contacts;
 2. Coordinates with the Secretary and Committee Chairs, all external communications regarding activities of the WCRCC;
 3. Serves as liaison with various groups throughout Washoe County.
 4. Coordinates with the WCRCC Chair to ensure the website is updated as appropriate.
- E. Political Affairs - The Chair of Political Affairs Committee
1. Reports to the WCRCC the status of ordinances and statutes, proposed or passed, by the County Commission, the City Councils, and any other local bodies that affect Washoe County Republicans.
 2. Liaises with the Nevada Republican Party in reviewing all Bill Draft Request and Bills introduced in the Nevada State Legislature and forwards information to the WCRCC Executive Committee on any bills that may positively or adversely affect Nevada Republicans;
 3. Reports to the WCRCC the status of legislation in the US Senate and/or House and Nevada Legislature that will strongly affect Nevada Republicans;
 4. Assists the WCRCC Chair as an additional contact person with elected officials, candidates, and other political and policy organizations;
 5. No later than October 31st in odd numbered years, coordinates with the WCRCC Chair to form a Platform Committee for the upcoming County Convention
- F. Candidate Recruitment – The Chair of Candidate Recruitment Committee
1. Shall consist of at least 5 members. The Committee Chairman, a member of the political affairs committee, and a minimum of 3 members, all of which must be voting members of the Washoe County Republican Central Committee.
 2. Be responsible and proactive in recruitment and development of candidates for Public Offices.
 - a. Working both in and outside of the Central Committee to both develop current members and civilians outside of the WCRCC into potential public nominees.

- b. Provide assistance, when asked, to any WCRCC vetted candidate who is running for public office.
 - c. The overall duty of which is to find and develop candidates who will help broaden and strengthen the coalition of Washoe County Republicans and our agenda.
 - 3. Submit (Present if requested) to the Central Committee at least once a year the progress and current activities of this committee.
- G. Nominations and Elections – The Chair of Nominations and Elections Committee
 - 1. Responsible for managing all nominations for offices within the WCRCC.
 - 2. Oversees the election process of all offices within the WCRCC.
 - 3. Liaises with the Credentials Committee to ensure a fair election process.
 - 4. Assists with counting votes as necessary, at WCRCC meetings.
- H. Governing Documents – The Chair of Governing Documents Committee
 - 1. Shall consist of at least five members. The Committee Chairman, the Parliamentarian, and a minimum of 3 members, all of which must be voting members of the Washoe County Republican Central Committee.
 - 2. Review Governing Documents (Bylaws, Standing Rules, Policies and Procedures, etc.) and consider amendments that have been submitted.
 - 3. Review bylaws of the State and National Republican Committees Bylaws to ensure that they are not in conflict with these Bylaws.
 - 4. Upon request, assist other committees or subcommittees in revising any amendments or changes they see fit to change in any Bylaws or governing documents.
- I. Information Technology (IT) - The Chair of Information Technology Committee
 - 1. Maintains the office computers, computer programs, and provides tech support as required.
- J. Credentialing – The Chair of the Credentialing Committee
 - 1. Ensure that all attendees at WCRCC meetings are properly credentialed.
 - 2. Reports to the Secretary the number of attendees at WCRP meetings for the purpose of establishing a quorum.
 - 3. Coordinates with the Secretary for the maintenance of attendance records.
- K. Election Integrity – The Chair of the Election Integrity Committee
 - 1. In coordination with the Field Operations Committee, maintains the most current records of Washoe County registered voters for WCRCC business.
 - 2. Responsible for staying current with voting processes and informing the WCRCC of significant changes.
 - 3. In coordination with the State and National Republican Party, develop reports on Election Integrity matters to the WCRCC at least annually.
 - 4. Lobby with the Registrar Of Voters and Secretary Of State, Election Offices to ensure equal party representation, such as poll watchers and poll workers during election cycles.
- L. Events – The Chair of the Events Committee
 - 1. Coordinates with the Budget and Fundraising Committees for planned events outside of regular WCRCC meetings.
 - 2. Schedules and completes all coordinating for planned events such as but not limited to:
 - i. Venue
 - ii. Advertising
 - iii. Décor
 - iv. Agenda
 - v. Entertainment/Speaker(s)

- M. Audit – The Chair of the Audit Committee
 - 1. Conducts biennial internal audits of Washoe County Republican Party finances.
 - 2. Coordinates with the Budget Committee and the Treasurer to ensure the WCRCC is following best business practices.
 - 3. Submit a report of biennial audits to the WCRP Executive Committee and WCRCC.
- N. Resolutions – The Chair of the Resolutions Committee
 - 1. Ensure Resolution Committee members are familiar with the policy and procedures regarding resolution submittal process, timeline, and presentation to the WCRCC.
 - 2. Receive proposed resolutions from WCRCC members for consideration, research, and correction.
 - 3. Submit final resolutions to the WCRCC for consideration and offer recommendation to adopt or reject.
- O. Clubs and Outreach – The Chair of Clubs and Outreach Committee
 - 1. Liaises with the Republican Clubs within Washoe County to achieve a unified effort in electing Republicans to public office.
 - 2. Performs outreach efforts to champion the Republican Party platform in Washoe County.
 - 3. Performs outreach to conservatively principled organizations to join the WCRP.
 - 4. Coordinates with the Field Operations Committee to recruit new members at the precinct level.

Section 2. Special Committees

The Chairman may appoint Special Committees as needed, to serve no longer than the time required to accomplish the task(s) for which they were appointed.

Article IX: Nevada Republican Central Committee

Section 1. Nevada Republican Central Committee (NRCC) Representatives

- A. The WCRCC shall elect representatives to the Nevada Republican Central Committee at the first WCRCC meeting following the County in even numbered years. All nominees shall be members of the WCRCC;
- B. The Chair and-Vice Chair shall be representatives;
- C. The number of representatives to the NRCC shall be determined by the NVGOP Bylaws.
- D. Members elected to the NRCC shall serve up to a four-year term.
- E. Vacancies shall be filled by a vote at the next practicable WCRCC meeting.

Article X: Parliamentary Authority and Interpretation of Bylaws

Section 1. Parliamentary authority:

The latest revision of Robert's Rules of Order, where not superseded, by the Rules of the Republican National Committee or the NRCC Bylaws shall govern all proceedings of the WCRCC.

Section 2. Interpretation of the Bylaws:

Nothing contained in these Bylaws shall be interpreted in a manner contrary to the provisions of the election laws or statutes pertaining to political parties, which are codified in the Nevada Revised Statutes or the in the Nevada Republican Party Bylaws.

Article XI: Amendments

Section 1. Procedure

A. These Bylaws may be amended by a two-thirds vote of those present at any meeting of the WCRCC at which a quorum is present, providing proper notice of 14 days has been given to all WCRCC members in the call to meeting.

B. If a 14-day notice has not been given per Article XI Section 1, A, an amendment may be presented at one regular meeting of the WCRCC and voted on at the next regular meeting.