

LINN COUNTY REPUBLICAN CENTRAL COMMITTEE BY-LAWS

REVISION ADOPTED APRIL 2025

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ARTICLE I, OFFICERS AND DUTIES

The Linn County Republican Central Committee (referred to as the “Central Committee” herein) shall consist of the following executive officers: Chair, Co-Chair, Secretary, and Treasurer. The election of these officers shall take place at the organizational meeting immediately following the general election, but no later than April 1, of the following year and shall serve a term of two (2) years. The Central Committee shall elect its officers from its membership and may add additional officers, or fill any vacancies, as it may determine to carry out the aims and purposes of the organization. These officers shall serve at the pleasure of the Central Committee and shall discharge the duties, as described.

1. The Chair shall be the Executive Officer and conduct all meetings of the Central Committee and assist in the formulation of policies and conduct the affairs of the Republican Party and perform such duties as the Central Committee may direct.
2. The Co-Chair shall conduct all meetings in the absence of the Chair and assist in the formation of policies and perform such duties as the Central Committee may direct.
3. The Secretary shall keep the minutes of each Central Committee meeting and executive sessions and assist the Chairperson in the reading, performing edits and approving of the minutes, and perform other duties as assigned.
4. The Treasurer shall carry out the duty of a political committee, as required by law, including signing and maintaining applicable organizational and financial records of the Central Committee, including managing all contributions and expenditures and prepare a two-year budget for approval of the Central Committee. All checks shall be signed by the Treasurer and countersigned by the Chair or Co-Chair. Checks in excess of \$500.00 and not previously budgeted shall be brought to the approval of the Central Committee and the same shall be presented at the first meeting of the non-elective calendar year.

A County Chair or Co-Chair may be removed by the Republican State Central Committee upon recommendation of the appropriate District Executive Committee for failure to fulfill the duties of office. As such, any officer shall be entitled to a hearing before the Republican State Central Committee before the Committee votes on the removal question.

A **Central Committee officer** may be removed by vote of sixty percent (60%) of the membership, in attendance. A written application that consists of thirty percent (30%), at minimum, of the duly elected and actively serving members of the Central Committee shall be presented to the Secretary. The Secretary shall, within ten (10) days of receiving such application, call a meeting of the Central Committee for the stated purpose of considering the removal of an officer, or officers, of the Central Committee.

ARTICLE II, MEMBERSHIP

A. PRECINCT COMMITTEE MEMBERSHIP

The Central Committee shall consist of two (2) Precinct Committee Members, also known as Precinct Voting Members at each precinct elected at caucus and shall serve a term beginning on the day following the Precinct Caucus; and shall remain in effect until the next caucus and until his or her successor is elected and qualified.

Each precinct shall elect additional precinct committee members in proportion to the number of votes cast listed in the chart below. As described, one (1) additional precinct member for every 400 Republican votes cast at the last preceding general election for President of the United States or for Governor of Iowa, as the case may be.

Votes Cast	Additional Precinct Member(s)
0-399	0
400-799	1
800-1199	2
1200-1599	3
1600-1999	4

In the event House District lines are redrawn or Precincts have been reconfigured, at the next caucus, each precinct will be limited to two precinct committee members. Additional proportional precinct members shall be elected by the Central Committee at any time after the General Election.

B. ASSOCIATE MEMBERSHIP

The Central Committee may elect Associate Members. They must be a verified registered Republican per the Linn County voter rolls and must have attended three (3) consecutive Central Committee meetings to obtain voting privileges. A Precinct Committee Member that was replaced at caucus will be granted voting privileges at the next meeting as an Associate Member. All Associate members shall retain their membership status after caucus. Associate Members shall not vote in Special Nominating conventions or to fill ballot vacancies.

Any minor person(s) between the ages of 14-17 are eligible to become Junior Associate Members of their precinct. Junior Associates must be residents of Linn County and may not yet be registered to vote. Junior Associate Members may be heard but will not partake in the vote of the Central Committee.

C. GUESTS

Guests are defined as persons other than members of the Central Committee. All Guests shall sign-in to obtain proper credentials to be considered a recognized guest at all regular

meetings. Guests are asked to observe and be respectful of the meeting business. The Central Committee reserves the right to refuse entry to any guest for any reason.

D. VACANCIES

Vacancies on the Central Committee may be filled by majority vote of the Central Committee, or at a precinct meeting called by the Central Committee.

E. REMOVAL OF COMMITTEE MEMBERS

The Central Committee may remove any member sooner than the expired term for, inattention to duty, incompetence, or active support of an opponent of a Republican nominee.

ARTICLE III, COMMITTEES

A. EXECUTIVE COMMITTEE

The Executive Committee shall consist of the executive officers elected to the Central Committee. This Committee shall carry out the standard order of business of the Central Committee and report all business at the next regularly scheduled Central Committee meeting.

B. ADVISORY COMMITTEE

The Advisory Committee shall organize after the election of officers to assist in planning activities, to aid in establishing principles and policy, to consider disputes that arise regarding any matter which the Central Committee has interest or authority, and to aid in and cooperate in all elections in support of the Republican Party of Iowa, as a whole. The Advisory Committee may consist of:

1. Members of the Executive Committee
2. Members of the District Executive Committee from Linn County
3. Members of the Republican Party of Iowa Central Committee from Linn County
4. Members of each House District, elected by House District Central Committee Members. Such elected members may be subject to change in the event House District lines are redrawn.
5. Representatives from each of the recognized auxiliaries.

The Chair, with consent of the Central Committee, shall appoint the Chair to each of the following committee's established in this Article no later than the date of the regular monthly scheduled Central Committee meeting, in the second month following the election of officers. Each of the following committee's shall consist of a minimum of three (3) members. Committee members must be registered Republicans. Chairs shall be reappointed following the election of the officers to the Executive Committee. Any Chair of a committee listed below may be removed by two-thirds (2/3) vote of the present Central Committee.

The Linn County Republican Central Committee shall recognize the following as standing Committee's, to fulfill the duties and responsibilities as described.

- C. AUDIT COMMITTEE — The Audit Committee shall execute a complete audit of the Treasurer’s records and the financial activities of the Central Committee, including all filings made with the State of Iowa, for the prior calendar year no later than the last day of April of each year. The Treasurer shall provide all records and reports necessary to the Committee for a complete audit no later than the first day of March of each year.
- D. CAUCUS COMMITTEE — The Caucus Committee shall be responsible for organizing and executing the biennial precinct caucuses in accordance with the Code of Iowa and the Republican Party of Iowa.
- E. CONVENTION COMMITTEE — The Convention Committee shall be responsible for organizing and educating the biennial County Convention and any special nominating conventions required in accordance with the Code of Iowa and the Republican Party of Iowa.
- F. COMMUNICATIONS COMMITTEE — The Communications Committee shall be responsible for all communications with the Central Committee, including but not limited to the email listserv, website, social media, and mailing lists. The Communications Committee shall keep a list of all members who opt-in to receiving official communications from the Central Committee by email rather than via USPS.
- G. FUNDRAISING COMMITTEE — The Fundraising Committee shall be responsible for developing the funds necessary to support the activities of the Central Committee, including, but not limited to, regular meetings, biennial caucuses and conventions, candidate recruitment and support, and such other activities as determined to fulfill the the Purpose of the Republican Party of Linn County as articulated in its Constitution. The Fundraising Committee shall host a minimum of two (2) events each year, specifically the Lincoln Dinner and the Reagan Breakfast.
- H. MEMBERSHIP COMMITTEE — The Membership Committee is responsible for maintaining all membership records, in cooperation with the Secretary, including verifying that each member meets the membership requirements, ensuring each person receives the proper credentials at all meetings, and reporting at each meeting the member count and if a quorum has been achieved.
- I. OFFICE COMMITTEE — The Office Committee shall maintain any office space rented and property of the Central Committee including regulating user access, keeper of all records of the Central Committee, keep equipment and supplies, and relevant duties as determined. For purpose of this section, all records of each established committee shall be considered records of the Central Committee.
- J. PUBLIC RELATIONSHIP COMMITTEE — The Public Relations Committee shall be responsible for promoting the activities and reputation of the Central Committee within the community. The Committee shall be responsible for public events including parades, fairs, and other community events, as may be determined.

The Central Committee may employ such administrative personnel or appoint a temporary committee as it may be determined and shall organize its operation to fulfill the objectives of the Republican Party.

ARTICLE IV, AUXILIARIES

The Central Committee may recognize auxiliaries within the county that are recognized by the Republican State Central Committee and may permit representatives from such auxiliaries to serve as advisory members of the Central Committee. Such advisory members shall not be permitted to vote but shall assist the Central Committee in the conduct, planning, and organization of political campaigns.

The rights of the following organizations having Republican affiliations, who carry on their activities consistent with the Constitution, the objectives, platforms and principles of the Party, shall be recognized and the organization of local groups shall be permitted and encouraged, provided the activities of all such organizations are coordinated with authorized Party activities and are under the direction of the regularly constituted Party authorities:

- A. The Iowa Federation of Republican Women shall retain its individual organization and identity. It shall carry on the educational work about the Republican Party of Iowa and Linn County Central Committee among the women of Iowa and Linn County and shall assist the in all its activities.
- B. The Iowa Federation of Young Republicans, known as Eastern Iowa Young Republicans, shall retain its individual organization and identity. It shall carry on the Educational Work about the Republican Party of Iowa and Linn County Central Committee and shall assist in all its activities.
- C. The College Republicans of Iowa shall be an organization of the college and university students who shall provide an opportunity for students to train and work in political campaigns. It shall encourage the students to participate in the activities that promote the Republican Party of Iowa on college and university campuses and shall assist the Central Committee in all its activities.
- D. Organized groups having Republican affiliations may petition the Central Committee to become an affiliate member and assist the Central Committee in all its activities. The Central Committee may act on such petitions as it believes best for the interests of the Linn County Republican Party

ARTICLE V, MEETINGS

The Executive Committee is responsible for the notice and call of all regular Central Committee meeting.

- A. QUORUM

Twenty (20) members of the Central Committee with at least one (1) Executive Committee member shall constitute a quorum for conducting business.

B. RULES OF ORDER

Roberts Rules of Order, Newly Revised shall be a guide to maintain an orderly meeting, except as altered by the Code of Iowa, the Constitution of the Republican Party of Linn County, or these Bylaws.

Participation is encouraged at all regular meetings. All members and guests must receive credentials prior to each meeting. Credentialed individuals may raise their hand or stand to be recognized and acknowledged. Any person(s) who intentionally hinder, delay or be obstructive to the order of business will not be tolerated and may be subject to the confiscation of credentials or removed from the duration of the meeting.

A majority vote is required to confiscate credentials or to remove a member from the meeting.

The Central Committee does not fall under any of the definitions contained in Iowa Code 21.2(1) for governmental bodies and therefore is not subject to the requirements for open meeting laws.

Attendance at all meetings of the Central Committee shall be open to registered Republicans and invited or permitted guests, except Executive Sessions called by majority vote. Executive Sessions may be (a) full Executive Sessions at which only eligible voting members of the Central Committee, or such person as may be designated by the Central Committee may be present; or (b) Partial Executive Sessions at which the Chair, or designee, of an organized Committee (See Article III, Committees), and other persons specified by the Central Committee may be present.

A closed session is open only to approved Central Committee members (and such others shall be permitted by motion prior to entering closed session).

ARTICLE VI, PROPERTY, RECORDS AND THE RESPONSIBILITY OF THE CENTRAL COMMITTEE

All records and property purchased or acquired by the Central Committee shall be property of the Central Committee. Property is further defined as, but not limited to, electronic communication mediums.

The Central Committee has major responsibilities defined as follows:

- (A) To maintain and operate the Republican Party of Linn County organization.

- (B) To recruit qualified candidates and assist in conducting the political campaigns required to elect Republican candidates to office.
- (C) To conduct such caucuses and conventions as shall be necessary.
- (D) To recommend qualified individuals to serve by appointment on the various branches of government.
- (E) Raise funds and disperse monies on behalf of the Republican Party of Linn County.
- (F) The Central Committee is a political committee and not a governmental body. Members and attendees do not have an inherent right to record or take photographs of the meeting.

To ensure the integrity of the Central Committee and the Republican Party of Iowa, the Central Committee reserves authority set out in this section reasons to recommend the removal any member of the Central Committee. The following are causes for removal:

- a. Commission of any act or deed which might be considered:
 - i. To be unethical, deceptive, scandalous, or obscene; or
 - ii. To injure, tarnish, damage or otherwise, negatively affect the reputation and goodwill associated with the Central Committee or its affiliates.
- b. Recorded as absent for six (6) consecutive Central Committee meetings with no response to communication.
- c. Failure to turn over property to the Executive Committee, including any usernames and passwords of electronic communication mediums that are property of the Central Committee.
- d. A notice of resignation and the Chair, or designee, accepts the resignation.
- e. No longer registered as a Republican in Linn County, Iowa.
- f. A member is deceased.

A majority vote of the members present at the Central Committee meeting in favor of removal is required. Upon removal the individual removed has ten (10) business days to turn over any property, or otherwise in possession of, to the proper individuals within the Central Committee. Members removed will be considered former members and are hereby considered banned from all property rented, owned, or leased, and is no longer permitted at Central Committee meetings or organized committee meetings. Any voting privileges are hereby revoked immediately. Any member banned will no longer receive Republican candidacy support from the Central Committee. The contents of this paragraph shall be considered indefinite unless a term has been defined in the revocation of membership or unless prior authorization from the Executive Committee is granted.

ARTICLE VII, CODE OF CONDUCT

For the purpose of this Code of Conduct, this code applies to members of the Central Committee. Enforcement of this code is intended to ensure the integrity of the party is upheld and to maintain order at Central Committee meetings, caucuses, conventions, or other activities, as determined.

Committee Members shall:

- (A) Contribute time, talent, and treasure to the Republican Party of Linn County.
- (B) Support candidates nominated for election by the Republican Party.
- (C) Those in leadership roles or positions (officers, chairs) shall remain neutral in contested Republican primary elections.
- (D) Be good stewards of Central Committee resources.
- (E) Treat other Linn County Central Committee members, Republican Party of Iowa, State Central Committee, District Executive Committee, Republican elected officials and candidates with respect and decorum.
- (F) Maintain confidentiality when asked or required by the Central Committee.
- (G) Attend regularly scheduled Central Committee meetings
- (H) Encourage meeting participation, committee volunteerism, and overall aid and support of the Central Committee.

Committee Members shall not:

- (A) Publicly defame members of the Central Committee, candidates, other members of the Republican Party as a whole.
- (B) Engage in behavior that would reflect badly on the Republican Party as a whole, including but not limited to:
 - a. Abuse, assault or intimidation
 - b. Sexual harassment
 - c. Use of illicit substances
 - d. Other Illegal activities

Nothing in the Code should be construed as abridging the First Amendment rights of Central Committee members. Statements made by Central Committee members in their capacity as legislators, candidates, or members of other organizations are not governed by this Code. However, if there is a risk of confusion when making such statements, Central Committee members should make clear that they are not speaking or writing as members of the Central Committee. This Code shall not be construed as preventing Central Committee members from taking part in discussion or debate at Republican meetings, conventions on any topic, with any position.

ARTICLE VIII, AMENDMENTS

The bylaws shall be strictly adhered to and may be amended at any meeting called by the Central Committee by a majority vote. Written notice of the proposed amendment and full copy thereof shall be forwarded to members of the Central Committee at least ten (10) days before the meeting at which said amendment is to be presented for consideration and vote. For purpose of this section, the date and time is recorded as, the electronic delivery timestamp for which the notice is received in full, or if electronic delivery method is not available, a written mailed notice shall be postmarked with respect to the same dating requirements.

Adopted:
Amended: 11-APR-2024
Revised: 10-APR-2025

Legal Reference: Iowa Code 43; State Republican Committee Constitution; State Central Committee Bylaws