



WILLIAMSON COUNTY REPUBLICAN PARTY BYLAWS

Approved by a Majority Vote of the CEC 6/27/2026

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ARTICLE I - NAME

The name of this organization shall be the Williamson County Republican Party Executive Committee (hereinafter referred to as County Executive Committee or CEC).

ARTICLE II - PURPOSE

The purpose of the County Executive Committee shall be:

1. To develop and sustain a countywide organization through which the Republican Party of Texas (RPT) can exercise those powers and responsibilities conferred upon it by state and federal statutes;
2. To establish general policy and to be responsible for the supervision and management of the Republican Party in Williamson County;
3. To exercise in a conscientious manner those prerogatives accorded to it by these bylaws and the RPT Rules;
4. To represent the Republican Party of this county, state and nation, articulating the Party's positions, promoting the Party's candidates, and supporting the party's legislative priorities;
5. To provide opportunity for full participation in the Party to all Texans who subscribe to the beliefs and principles advocated by RPT; and,
6. To cooperate in carrying out programs initiated by RPT, including, but not limited to, conducting a Republican Primary and organizing a coordinated effort preceding each municipal and general election to publicize the Party's candidates or Party-supported ballot initiatives, increasing voter engagement, and encouraging Republicans to participate in Party activities, up to and including Conventions.

ARTICLE III - MEMBERS

Section 1. The voting members of the County Executive Committee shall be composed of the County Chairman and the Precinct Chairmen of the respective county election precincts in the county, who are to be elected biennially as provided in the Texas Election Code (i) or otherwise appointed according to provisions within these bylaws. Entire membership for the purpose of this document is defined as the total of elected and appointed Precinct Chairs and the County Chairman.

Section 2. The County Chairman or a Precinct Chair who has failed to perform statutory duties, including the requirement to preside over at least one meeting of the CEC per quarter, may be removed for abandonment of office as provided by Texas Election Code (ii) and RPT rules (iii). At their fourth consecutive missed meeting, as reported to the CEC by the Secretary, a Precinct Chair will immediately be the subject of a Resolution brought forward to the CEC to begin the

removal process outlined in Texas Election Code (ii). A Precinct Chair who has moved out of their precinct is no longer eligible to serve as the Precinct Chair according to Texas Election Code 171.023; and shall report the change of address to the County Chair and Secretary within seven (7) days of their change of residence.

The removal resolution must:

1. State the reasons the CEC believes the office has been abandoned, and
2. Request a written response from the precinct chair within seven (7) days of receipt, affirming whether they wish to continue serving.

If the precinct chair fails to respond, declines to continue serving, or fails to affirmatively state their desire to remain in office, the office shall be declared vacant by operation of law, and the vacancy shall be filled pursuant to the procedures in this subchapter.

If the precinct chair affirms a desire to remain in office, yet fails to attend the next consecutive meeting:

1. The seat shall not be vacated solely on the basis of missed meetings or non-performance at that point; however,
2. The County Executive Committee may, at its discretion, remove the precinct chair by a majority of the members present and voting when it determines the absence has impaired representation or participation; or
3. The County Executive Committee may instead vote by a majority of the members present and voting to grant the precinct chair a one-time grace period to excuse the fifth absence provided that the precinct chair requests such a grace period in writing along with the affirmative response required under Texas Election Code, citing specific extenuating circumstances necessitating the grace period.

The grace period shall not be extended or repeated under any circumstance. Once the grace period ends or is violated, the seat shall be declared vacant by the County Executive Committee without further action required.

Resignations of any Officer or Precinct Chair shall be provided by written notice to the Secretary. If the notice does not specify the office or position, it shall be taken as a resignation of all positions held. If the notice does not specify a date of resignation, it shall be effective 3 days after receipt by the Secretary. Removal of any appointive officer requires a seven (7) day notice to the officer and CEC, and the approval of two-thirds (2/3) of the CEC members present and voting. The individual will still retain their elected or appointed Precinct Chair position, unless otherwise specified in the removal resolution.

Section 3. Each elected CEC member serves for a term of two (2) years beginning the twentieth (20th) day after the Primary Runoff Election Day.

Section 4: Any vacancy in the office of County Chairman or Precinct Chair shall be filled by the appointment of the County Executive Committee. To fill a vacancy, a quorum of the total membership of the County Executive Committee must participate, and a person must receive a majority vote of the CEC members present and voting, must be eligible to serve as a County Chairman or Precinct Chairman in Texas, and must not have participated in another political Party's activities within the previous two years (such as voting in another Party's primary, running for elected office on another Party's ticket, or donating to another Party or Party's candidates).

Section 5: Any Precinct Chair Vacancy Application received by the Secretary must be reviewed by the Organization Committee within seven (7) days, and an interview scheduled and conducted no less than ten (10) days before the beginning of the next Executive Committee meeting at which the applicant's name will be considered for appointment.

Section 6: No member of the CEC may vote on any issue for which the member is a registered lobbyist or has a substantial professional interest, as defined by Local Government Code, with respect to the issue to be voted upon.

Section 7: It shall be the duty of each member of the CEC to be a liaison between RPT and party members within the Precinct or county he/she represents.

ARTICLE IV - OFFICERS

Section 1. The officers of the County Executive Committee shall be the County Chairman, Vice Chairman, Treasurer, Secretary, Parliamentarian, Chaplain, and Sergeant-at-Arms. The County Chairman shall appoint the Treasurer, Parliamentarian, and Sergeant-at-Arms, upon assuming office, with the approval of a majority of present and voting members of the CEC. The County Chairman may appoint a Co-Sergeant-at-Arms at the Chairman's discretion and with the approval of the CEC. In no case shall the office of the Vice Chairman be vacant for more than ninety days.

The County Chairman will send out notifications through email to the CEC twelve (12) days prior to the Organizational Meeting, of all appointive officer positions. Individual members of the CEC may make nominations for appointive officer positions from the floor. The nominee must be present to accept the nomination.

The CEC shall elect the positions of Vice Chairman and Secretary. Election is by vote of a majority of CEC members present and voting, a quorum being met. In no case shall the office of Vice Chairman be vacant for more than 90 days.

All nominees for an elected or appointive officer position shall be given up to an aggregate of three (3) minutes to speak on their own behalf and/or have others speak on their behalf.

Neither the County Chair nor any appointive or elected officer may make public endorsements in their capacity as officers of the Williamson County Republican Party.

Section 2. Term of office of the elected officers shall be concurrent with that of the CEC. Term of office of appointed officers, however, shall be at the pleasure of the Chairman who appointed them. In the event of a vacancy in the office of County Chairman, the appointive and elected officers shall serve only until election of the new County Chairman.

Section 3: A vacancy in the office of County Chairman shall be filled in accordance with provisions of the Texas Election Code (iv). A vacancy in the office of Secretary shall be filled by the CEC following notice of vacancy, or at a special meeting called by the County Chairman or CEC members for that purpose.

Section 4. Duties of officers shall be those prescribed by the parliamentary authority adopted by the CEC, by these bylaws, by the Texas Election Code (v).

Section 5. Any officer, appointed or elected, who is not also a Precinct Chairman shall serve as a non-voting member and may not be counted for the purposes of a quorum.

A. County Chairman

The County Chairman is the County Executive Committee presiding officer, and is the County Executive Committee's official representative and spokesman. The Chairman shall perform those duties required by statute (v), by these bylaws, and by the Rules of RPT. The Chairman shall be an ex-officio member of all standing and special committees. The Chairman shall appoint such additional officers deemed necessary to assist and carry out duties not specifically assigned to another officer with the approval of a majority of present and voting CEC members.

The Chairman shall oversee all activities and management of the Williamson County Republican Party Headquarters, including ensuring adequate staffing and safeguarding of all documents and equipment. The Chairman shall also oversee and manage all general campaign activities, with the support and assistance of the Organization Committee.

The Chairman shall not enter into any lawsuit on behalf of the CEC without approval of two-third (2/3) vote of the entire voting membership of the CEC. If the Chair becomes aware of any lawsuit against the party, the Chair must notify the CEC within 24 hours, providing all litigation details. If immediate legal action is required by law, court order,

or to protect the interests of the Party, the Chairman may authorize temporary legal representation but shall promptly call a special meeting of the CEC to ratify such action. The Chairman will be responsible for working with the Treasurer to develop an annual budget and will present the annual budget for the CEC to approve by majority vote of those present and voting.

B. County Vice Chairman

The County Vice Chairman shall assist the Chairman as requested in performance of duties of the office. In event of the Chairman's absence or inability to serve, the Vice Chairman shall serve as acting Chairman for the purpose of non-statutory duties until the Chairman resumes his/her duties or until the election of a new County Chairman.

C. Treasurer

The Treasurer shall be responsible for creating standard financial reports and keeping systematic records, and for complying with any applicable state and federal statutes with regard to reporting contributions and expenditures. The Treasurer shall prepare a monthly financial report and shall present this report to the CEC to be included in the minutes. The financial reports, past and current, shall be available to any CEC member upon request.

D. Secretary

The Secretary shall carry out the usual duties of that office, including keeping an updated roll of the CEC members and committee members, along with their contact information, and ensuring that each CEC and committee member receives timely notices of all meetings. A permanent file containing minutes of the CEC meetings shall be maintained. The Secretary shall keep a record of attendance and shall report to the CEC any Precinct Chair who has not attended four consecutive meetings, and who will therefore be subject to procedures required for removal from office as outlined in Texas Election Code (ii) and these bylaws.

In the event of a vacancy in the office of County Chairman, the Secretary shall call a meeting of the CEC for the sole purpose of electing a new County Chairman as outlined in the Texas Election Code (iv).

The Secretary shall prepare draft meeting minutes to include a roster of members in attendance and all votes taken, which shall be posted on the County Party website labeled as "DRAFT", and distributed via email to the voting and non-voting members of the CEC with a known email address within ten (10) days of the conclusion of that

meeting. Such minutes shall be posted on the County Party website within twenty (20) days of adoption.

The Secretary is authorized to receive applications for a place on the Primary Ballot, as provided in the Texas Election Code (vi). The Secretary shall notify officers, committee members, and Precinct Chairman of the duties and responsibilities of office as outlined in the Bylaws of the Williamson County Republican Executive Committee as approved in its entirety upon taking office.

E. Parliamentary

The Parliamentary shall advise the County Chairman on procedural issues and rule on procedural questions that arise during the course of CEC meetings.

F. Sergeant-at-Arms

The Sergeant-at-Arms shall assist the County Chairman in conducting the CEC meetings and shall serve to keep peace and order during the CEC meetings.

G. Chaplain

The Chaplain shall provide spiritual leadership for the Party and perform such duties as requested by the Chairman.

ARTICLE V MEETINGS

Section 1. The CEC shall meet at such times as required by RPT Rules (vii); in any case, there shall be no fewer than one regularly scheduled meeting held each quarter, measured in a 3-month period starting on January 1. The County Chairman shall endeavor to have regularly scheduled monthly meetings. The CEC may, by majority vote, opt to not meet in a given month in order to accommodate for religious holidays or to allow members to work an election.

Section 2. In accordance with RPT Rule 8(e), in the year in which the CEC is elected, the first regular meeting shall be the Organizational Meeting.

Section 3. The County Executive Committee shall meet at the call of the County Chairman, except that special called meetings of the County Executive Committee shall meet at the call of the County Chair, or shall meet upon the call of the Chairman when in receipt of a petition of twenty-five (25) percent of current membership, with notice required by these bylaws. Special called meetings shall not take the place of the regular CEC meetings for that month or quarter.

The County Chairman, as the CEC presiding officer, shall propose an agenda for regular CEC meetings. The agenda is subject to amendment and adoption by a majority vote of the CEC at each meeting. Each agenda will include a call for new business. After approval, two-third ($\frac{2}{3}$) votes of present and voting CEC members are required to amend the agenda. Notice of special called meetings shall include the date, time, location, set agenda and order of business.

Section 4. Not less than seven (7) days written notice shall be required for all CEC and special called meetings. Meeting notice shall be given by email to all CEC members, committee members and SREC committee members representing Williamson County in whole or in part. Emergency cancellations of CEC and special called meetings shall require notice by phone or text message to all CEC members and officers, and shall be limited to reasons intended to protect the safety and well-being of members, to allow for a functioning meeting to proceed (ie, facility or power issues), or to welcome elected officials holding office at the Statewide or Federal level to the County.

Section 5. A quorum for conduct of non-statutory business and filling vacancies shall be one-quarter ($\frac{1}{4}$) of the total membership of the CEC. Quorum for statutory business shall be as required by RPT Rule (viii).

Section 6. Voting shall be by personal attendance only. All voting is based on those present and voting unless explicitly stated to be of the "entire or total membership."

Section 7. At the discretion of the County Chairman, the CEC shall be permitted to meet in executive session. Any current elected or appointed member of the CEC may attend executive sessions.

Section 8. For a resolution to be included on the agenda, it must be submitted in writing to the Secretary or County Chairman at least twenty (20) days before the meeting, at the request of a minimum of five (5) voting members of the CEC. The submitted resolution shall include the names and signatures of those CEC members. The timeline does not apply to resolutions regarding Precinct Chairs who have missed four consecutive meetings (see Article III Section 2). A two-thirds ($\frac{2}{3}$) vote of those CEC members present and voting, a quorum having been established, shall be required to consider a resolution not on the agenda in order. A **majority** vote of those CEC members present and voting in the CEC meeting shall be required to pass any resolution.

Section 9. Any Appointive and elected Officers of the CEC, members of the State Republican Executive Committee representing Williamson County (in whole or in part), and the RPT Chairman and Vice-Chairman shall be recognized as members of the CEC with the same privileges and responsibilities of Precinct Chairs, including floor privileges and the right to speak in debate at CEC meetings, but excluding the right to make motions or vote.

Section 10. Official video recording of all non-executive session CEC meetings, is allowable and any such recording shall be made available to any CEC member.

ARTICLE VI COMMITTEES

Section 1. There shall be the following standing committees and subcommittees, each of which shall be composed of at least five (5) and no more than nine (9) members.

The standing Committee Chairmen and Committee members shall be appointed by the County Chairman at the biennial organizational meeting, subject to approval by majority of the CEC. Each standing and special committee's membership must be made up entirely of elected or appointed members of the CEC.

Notices of committee meetings must be given seven (7) days in advance to all CEC members and all committee meetings are open to the public, Meetings of standing and special committees may be held electronically.

A. Election Integrity Committee

Shall review and study matters relating to election administration, election integrity, election security, election operations, election worker recruitment, voter data, election audits, and related activities. The Committee shall review proposed election contracts and provide recommendations to the CEC before approval. No primary election contract approved by the CEC may be materially revised or amended without further approval of the CEC. Notwithstanding the foregoing, the county chairman may act on behalf of the CEC to address any issues pertaining to election matters. The Committee may conduct election-related research and analysis, report findings and recommendations to the CEC, assist in facilitating access to voter information and election data for Precinct Chairmen, and support election worker recruitment, training, and primary election activities in accordance with applicable law and Party rules.

B. Organization Committee

The Organization Committee is tasked with: developing all training modules, recruiting and proposing Precinct Chair applicants to be voted on by the CEC for appointment to vacant seats, proposing names of candidates to be voted on by the CEC for endorsement in non-Primary races, and recruiting and scheduling volunteers to participate in community or campaign events.

D. Fundraising and Finance

The Fundraising and Finance Committee is tasked with: supporting the Treasurer in ensuring the fiscal health of the CEC, creating opportunities for fundraising, helping to retain donors, creating, planning and executing multiple fundraising events annually.

F. Rules

The Rules Committee is tasked with meeting on an as-needed basis to propose amendments or clarifications to existing, approved bylaws and any submitted Standing Rules or bylaws or amendments. This committee will review the submissions to check for any RPT or legal violations as well as offer clarifications and suggestions to the author. Each submission not withdrawn by the author, will be voted on as to whether it will be recommended or not recommended to the CEC, as part of the Rules Committee Report.

G. Financial Review

The Financial Review Committee is tasked with performing twice-yearly reviews of the CEC financials, including all bank accounts, PACs, and TEC reports.

Section 2. The County Chairman may appoint such special committees as deemed necessary to assist in carrying out duties, such as Legislative Priorities, with approval by a majority vote of the CEC.

Term of office of the special committees shall be concurrent with that of the CEC, except in the event of a vacancy in the office of County Chairman, the special committees shall serve only until elections of the new County Chairman. Term of office of special committees, however, shall be at the pleasure of the County Chairman who appointed them. A special committee may be terminated by a two-third (2/3) vote of the entire membership of the CEC.

Section 3. A standing committee member shall forfeit his/her position on the committee if he/she fails to attend three consecutive meetings (either of the committee to which they are appointed or the CEC as a whole), unless excused by the County Chairman.

ARTICLE VII EXPENDITURES

Section 1. Party Funds

Funds of the WCRP shall be maintained in checking accounts bearing the name "Williamson County Republican Party" or such other name approved by the CEC.

Section 2. Authorized Signatories

The County Chairman and Vice Chairman shall serve as authorized signatories for expenditures, along with any additional signatories authorized by the CEC.

Section 3. Budget

The CEC shall adopt an annual budget within forty-five (45) days following the Organizational Meeting in years in which a new CEC is organized. In all other years the CEC shall adopt an annual budget within forty-five (45) days following the first regular CEC meeting of the calendar year, but no later than September 30.

Section 4. Expenditures

All expenditures shall be made in accordance with the approved budget. Any non-budgeted expenditure over the amount of 1000.00 shall require the authorization by a majority vote of the CEC members present and voting. The Chairman shall have discretion as to how funds approved in the annual budget are spent in order to achieve the stated objectives within the budget. Transfers between approved budget categories, expenditures exceeding \$1,000, or expenditures not included in the approved budget shall require prior approval by a majority vote of the CEC. Related expenditures shall not be divided for the purpose of avoiding the approval requirements of these Bylaws. The Treasurer shall present a financial report at each regular meeting of the CEC that includes budgeted amounts and year-to-date revenues and expenditures compared to the approved budget.

Section 5. Emergency Expenditures

Emergency expenditures requiring immediate action may be authorized through an emergency meeting of the CEC.

Section 6. Loans and Debt

No member of the CEC may borrow funds, incur debt, execute a loan, or otherwise obligate the Party without prior approval of two-thirds (2/3) of the entire membership of the CEC.

Section 7. Legal Counsel

The CEC shall have the sole authority to retain legal counsel on behalf of the WCRP and to authorize the expenditure of Party funds for legal services. Party funds shall not be used for the personal legal representation or reimbursement of any officer, member, or individual unless approved by a majority vote of the entire membership of the CEC.

ARTICLE VIII PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the CEC in all cases to which they are applicable and in which they are not inconsistent with these bylaws. The Parliamentarian shall rely on RROO-NR, as well as any special rules promulgated by RPT, Federal, and State statutes, to assist in addressing ambiguities and to ensure the smooth operation of CEC meetings.

ARTICLE IX PERSONS

Whenever used or appearing in these Bylaws, pronouns of the masculine gender shall include the feminine, as well as the neuter gender, and the singular shall include the plural wherever appropriate.

ARTICLE X AMENDMENT OF BYLAWS

These bylaws may be amended at any meeting of the CEC, duly called and constituted, by two thirds (2/3) vote of those CEC members present and voting, provided that the amendment has been proposed in writing at the previous regular meeting, or notice of proposed amendment is included in the call to the meeting at which it will be presented.

ARTICLE XI SEVERANCE CLAUSE

Any article or section which is in conflict with federal or state statute, Texas Election Code, or RPT Rules is automatically declared null and void and will not cause any other article or section in these bylaws to be null and void. Any conflicts between Texas Election Code and RPT rules shall be resolved by complying with Texas Election Code. Any section or article so discovered in conflict shall be amended promptly at the next regularly scheduled meeting following such discovery according to Article XI above.