

THE CAMERON COUNTY REPUBLICAN PARTY BYLAWS

ARTICLE 1

Name and Purpose

Section 1. The name of this organization shall be the Executive Committee of the Cameron County Republican Party, hereinafter referred to as the Executive Committee.

Section 2. The Executive Committee shall exercise those powers conferred upon it by the Election Code of the State of Texas, by the Rules of the Republican Party of Texas, and by these Bylaws and Standing Rules; and shall establish the general policies of the Cameron County Republican Party.

Section 3. The purpose of the Executive Committee shall be:

- A. to establish the general policy of the Republican Party in Cameron County, Texas;
- B. to represent the Republican Party of this County, and State, and support the Party's Candidates;
- C. to cooperate in carrying out programs initiated by the Republican Party of Texas, including but not limited to:
 - 1) Conducting a Republican Primary in as many election Precincts and Offices within the county as practicable,
 - 2) Organizing a coordinated effort, including Get-Out-The Vote, preceding each general election, and to publicize and support the Party's Candidates; and
 - 3) Supporting and promoting the Texas Republican Party Platform.

ARTICLE 2

Membership and Privileges

Section 1. The Executive Committee shall be composed of the County Chair, who shall be the Committee's presiding officer, and the Precinct Chair of each election precinct in Cameron County, Texas. Only these Executive Committee members shall have the right to vote at Executive Committee meetings. (TEX. ELEC. CODE SEC. 171.022)

Section 2. All Officers, Committee Chairs, and SREC Members representing Cameron County shall be ex-officio members of the Executive Committee. Ex-Officio members may not make motions or vote.

ARTICLE 3

Meetings

Section 1. The Executive Committee shall meet at such times as required by the Election Code of the State of Texas; in any case, there shall be a regular business meeting held not less than once every quarter.

Section 2. The Executive Committee shall hold its first organizational meeting within forty-five (45) days after the term of office begins for the County Chair and the Precinct Chairs. (The term of office begins twenty (20) days after the Primary or Primary Runoff Election according to SUBSECTION 171.022 (C) OF THE TEX. ELEC. CODE). The swearing in of members (Article II, Section 1), adoption of Bylaws, and appointment of Standing Committee Chairs must be in the order of business for this first organizational meeting.

- A) Notice of organizational meetings must be delivered to every member of the Executive Committee via email, must have a minimum 7-day notice time and must include: all agenda items, last meeting's minutes and proposed Rules & Bylaws.

Section 3. Meetings are called by the County Chair. Meetings may also be called by written petition signed by a minimum of twenty five percent (25%) of the members of the Executive Committee delivered to the County Chair and Secretary or acting County Chair and Secretary.

- A. The Secretary shall deliver notice of regular meetings to every member of the Executive Committee
 - 1) Agenda
 - 2) Last meeting's minutes
- B. The Secretary shall deliver notice of meetings called by petition to every member of the Executive Committee via email. The notice must:
 - 1) be made within 3 days and
 - 2) state that it is caused by petition and
 - 3) have a minimum 7-day notice time and
 - 4) include all proposed agenda items.
- C. The Secretary shall deliver notice of emergency meetings called by the Chair to every member of the Executive Committee via email and phone text message (and phone call if time permits). It must: have a minimum 24-hour notice time and must include all agenda items. The agenda for all emergency meetings of the Executive Committee shall be submitted with the call to the meeting and shall only require (but not be limited to) the Call to Order, Roll Call, Emergency Item(s), and Adjournment. Only business stated in the call for an emergency meeting may be transacted at the emergency meeting.
- D. The Secretary shall deliver notice of a meeting called to fill the County Chair vacancy to every member of the Executive Committee via email, must have a minimum ten (10) day notice time and must include all agenda items. Within seven (7) days of learning that a vacancy exists, the Secretary must deliver notice of a meeting to fill the County Chair's vacancy.

Section 4. In the event a meeting is called, and the County Chair fails to attend, the Secretary shall

call the meeting to order and preside while the members, a quorum being present, elect a Temporary Chair to preside at that particular meeting. If the County Chair and Secretary fail to

attend, any member of the Executive Committee may call the meeting to order at the appointed hour and preside while the members, a quorum being present, elect a Temporary Chair to preside at that particular meeting. The Temporary Chair shall have the same authority of presiding officer as the regular County Chair has at any meeting.

Section 5. A quorum for the conduct of business shall be one-fourth (1/4) of the total membership of the Executive Committee. A quorum for statutory meetings shall be those members present. However, if one fourth (1/4) of the membership is not present at the statutory meeting, only the business required by the Election Code shall be transacted.

Section 6. At any meeting of the Executive Committee, any Member of the Executive Committee may speak. Any person that is not a member of the Executive Committee desiring to speak must be recognized by the County Chair, with no objections from an Executive Committee member. If there is an objection, then approval of a majority vote of the present Executive Committee is needed.

Section 7. At any meeting of the Executive Committee, seating shall be reserved for the exclusive use of members. Visitors shall be seated in an area designated for their use.

Section 8. All meetings may be conducted via telecommunications or digital conference platforms. Meetings held by telephone conference or digital conference platform must allow for two-way communication, ability to share documents among all participating members (if needed), and must provide a method for non-committee members who have a right to appear before the committee or to testify to seek recognition from the Chair of the committee or provide a scheduled opportunity for such testimony prior to the vote being taken on the relevant issue.

Section 9. Due to a threat to the health of Executive Committee members, weather, or other emergency, the County Chair may postpone a business meeting of the Executive Committee, which shall thereafter meet no sooner than (3) three days, but no later than (14) fourteen days after the original meeting date.

ARTICLE 4

Officers

Section 1. The officers shall be a County Chair, Secretary, Treasurer, Parliamentarian, and Sergeant-at-Arms.

Section 2. Appointive Officers

A. At the organizational meeting, of which due notice of purpose has been given, The County Chair shall appoint qualified persons to serve as the Secretary, Treasurer, the Parliamentarian, and the Sergeant-at-Arms. The County Chair shall appoint the Treasurer immediately upon assuming office. Appointive officers shall be presented individually.

B. Each of these officers may be removed from office by the County Chair, subject to reinstatement by a two thirds (2/3) vote of the members of the Executive Committee present.

C. In no case shall the position of any appointive officer be vacant for more than thirty (30) days, except the office of Treasurer should not be vacant for more than 7 days.

D. The Secretary may be removed from office by a majority vote of all members of the Executive Committee, at a meeting of which due notice of purpose has been given. In no case shall the position of Secretary be vacant for more than 30 days. In the case of vacancy, the Chair must appoint a temporary Secretary and must inform the Executive Committee within 7 days of the appointment.

Section 3. Officers Board

A. The County Chair shall be the chair of the Officers Board and the Board shall be composed of the County Chair, Secretary, Treasurer, Parliamentarian, Sergeant at Arms.

B. The Officers Board shall meet between Executive Committee meetings in order to make decisions and carry out the business of the County Party / Executive Committee.

Section 5. The terms of office of the officers shall be concurrent with that of the Executive Committee, except that in the event of a vacancy in the office of County Chair, the appointive officers shall serve only until the election of the new County Chair. The new Chair will initiate the same meeting call and steps taken in Section 2 of this Article.

Section 6. All Temporary Officers shall be presented at the next Executive Committee meeting to be confirmed using the same process that is used for appointive officers.

ARTICLE 5

Duties of Officers and Staff

Section 1. The County Chair shall preside at all meetings of the Executive Committee and shall be the Committee's official representative and spokesman. In addition, the County Chair shall be charged with the following powers and duties:

A. To make the appointments specified in the Executive Committee's Bylaws;

B. To call the meetings specified in the Executive Committee's Bylaws and Standing Rules, and in the Election Code of the State of Texas;

C. To employ staff personnel pursuant to workload requirements and within any budgetary allowances as approved by the Executive Committee;

D. To be empowered to execute contracts which fall within the limitations set by the budget and approved by the Executive Committee;

- E. To be the custodian of all records and physical property of the Cameron County Republican Party from the beginning of his/her term to the end of his/her term: and to transfer all records and property to his/her successor no later than thirty (30) days from the end of his/her term. All transferable records shall be kept on a computer or hard drive that is owned by the Cameron County Republican Party. Paper records shall be kept in individual files, sorted by month (or quarter) and year, labeled specific to their purpose, and updated on a bi-monthly basis.
- F. To be one of up to five (5) signatories authorized for signing checks on the Party's "CCRP General Funds Account";
- G. To have the usual powers of supervision and management necessary to maintaining a well-ordered Party Headquarters;
- H. To be an ex-officio member of all Standing and Special Committees;
- I. To perform those duties specifically designated to the County Chair in the Rules of the Republican Party of Texas, Election Code of the State of Texas, and to observe all applicable state and Federal laws, and the rules and bylaws of the Cameron County Republican Party.
- J. To be responsible for preparation of an annual budget that corresponds with the written strategy plan and proposed annual budget developed by the Financial Review Committee, for approval by the Executive Committee.
- K. The County Chair has authority to collect and disburse funds for the Cameron County Republican Party to carry out the purpose of the Executive Committee.

Section 2. The Secretary shall be capable of assuming duties normally required of a Recording Secretary, including the following responsibilities:

- A. In the event an Executive Committee meeting is called and the County Chair fails to attend, the Secretary shall call the meeting to order and preside while the members present elect a Chair Pro Tem.
- B. In the event the office of County Chair becomes vacant, the Secretary shall call a meeting of the executive committee within the parameters of Texas Election Code 171.025 for the purpose of electing a new Chair.
- C. The Secretary shall keep an accurate record of the minutes of all meetings of the Committee and shall have a copy of those minutes emailed to Executive Committee members within ten (10) working days after each meeting. A permanent copy, bearing his/her signature and that of the presiding officer, shall be kept in a binder or folder at Party Headquarters, a copy of which shall be made available at cost to any member of the Executive Committee. The permanent binder or folder shall only be removed from Party Headquarters to be taken to Executive Committee meetings.
- D. The Secretary shall keep an up-to-date list of Members of the Executive Committee, as well as all Standing and Special Committee members, and all officers of the Cameron County Republican Party, a copy of which shall be made available at cost to any Members of the Executive Committee upon request and which shall be brought to each meeting of the Executive Committee;
- E. The Secretary shall keep a permanent, dated record of the Bylaws and Standing Rules of the Executive Committee, a copy of which shall be furnished to any Members of the Executive Committee upon request and shall be brought to each meeting of the Executive Committee.
- F. The Secretary shall assist the Chair in maintenance of Section 1, subsection E, of this Article.
- G. The Secretary may be one of up to five (5) signatories authorized for signing checks on the Party's "CCRP General Funds Account" and/or "CCRP Administrative Account".
- H. The Secretary shall keep all Executive Committee Members up to date on Executive Committee Members and committee member's contact information. The Executive Committee members shall

provide the secretary all their updated contact information including their name, email, mailing address and phone number and immediately notify the secretary of any changes.

Section 4. The Treasurer shall administer the funds deposited with the Cameron County Republican Party, with the following specified duties:

- A. The Treasurer shall be one of up to five (5) signatories authorized for signing checks on the Party's "CCRP General Funds Account" and/or CCRP Administrative Account; and shall pay the bills of the Party upon authorization of two (2) of the signatories designated in these Bylaws.
- B. The Treasurer shall supervise a system of bookkeeping in which the accounts correspond to identical categories in the budget.
- C. The Treasurer shall report to the Executive Committee quarterly statements of disbursements and receipts.
- D. The Treasurer shall periodically compare actual rates of income and expenditures with the budgeted amounts and shall report to the Officers Board if adjustments are in order;
- E. The Treasurer shall perform those duties specified in the applicable State and Federal statutes;
- F. The Treasurer shall maintain separate ledger accounts by which funds raised by the Executive Committee for campaign purposes are kept separate from those raised from corporate donations. Corporate donations will be used for administrative purposes only; and
- G. The "Primary Fund" shall be a separate account and must be maintained for election funding with the Secretary of State. The Chair is the primary custodian of this account.

Section 5. The Parliamentarian shall attend every called meeting and assist the County Chair on matters of parliamentary procedures, upon request.

Section 6. Cameron County Republican Party Staff (Optional but not limited to only those listed)

- A) Executive Director's duties are to assist the County Chair, Secretary and Treasurer as directed by the County Chair.
- B) The Legal Counsel shall be appointed by the County Chair and upon request, advise the Executive Committee of the Party's public responsibilities and statutory obligations.

ARTICLE 6

Succession and Filling Vacancies

Section 1. In the event the County Chair resigns, becomes incapacitated to serve, dies, or is removed by action of the State Republican Executive Committee, the office of County Chair shall be deemed vacant, and the Secretary shall call a meeting of the Executive Committee for the purpose of filling a vacancy. A majority of the committee's membership must participate in filling a vacancy in the office of County Chair. To be elected, a person must receive a favorable vote of a majority of the members voting. (TEX. ELEC. CODE SEC. 171.024. FILLING VACANCY).

Section 2. Resignations by Precinct Chair will be by letter or email from the resigning Member to the County Chair and Secretary. The resignation will be announced at the next Executive Committee meeting by the Precinct Chair Recruitment, Vetting and Development Committee Chair or any other member of the Executive Committee. The resignation will then be effective, and the position will be declared vacant. The letter of resignation will be included with that meeting's minutes.

Section 3. If a Precinct Chair moves out of his/her precinct and fails to present a letter of resignation, the Precinct Chair Recruitment, Vetting and Development Committee Chair or any other member of the Executive Committee may, by letter or email to the County Chair and Secretary, present what proof the Precinct Chair is known to have moved from that Precinct. The Secretary shall give written notice to the Precinct Chair in question 14 days prior to the meeting that they are being considered for removal. The letter will be presented

to the Executive Committee at the next meeting under executive session and the vacancy must be approved by a majority of the members present and voting, a quorum being present. The position will then be declared vacant, and the letter of proof will be included with the meeting's minutes.

Section 4. Should any office of Precinct Chair become vacant, a new Precinct Chair may be elected by a majority of the members of the Executive Committee present at the meeting at which the election occurs. To be nominated for the position of Precinct Chair a person must be a qualified voter residing within the precinct represented, cannot be a holder of elected public office at the county, state, or federal level, and shall fill out a current application form issued by The Cameron County Republican Party and/or Texas Secretary of State for a place on the general primary ballot for precinct chair. The application must be signed, along with the acknowledgement of Precinct Chair Duties. Applicants must deliver the completed form to the County Chair or Secretary at least 10 days before the official business meeting to be considered for election.

Section 5. The County Chair must resign to run for any office, except party office.

ARTICLE 7

Standing Committees

Section 1. There shall be up to 8 Standing Committees consisting of 3-5 members, with the exception of the Financial Review Committee and Rules and Bylaws Committee, to be as follows: Financial Review Committee, Local Candidate and Endorsement Committee, Precinct Chair Recruitment, Vetting and Development Committee, Election Recruitment Committee, Events and Community Engagement Committee, Website/Graphic Design Committee, Rules and By-Laws Committee, and the A.C.T Committee (Accountability and Compliance Team). These committees serve at the behest of the Cameron County Chair. The Chair has the sole ability to change, merge, and oversee these committees.

Committee. The County Chair will appoint each Committee Chair with Executive Committee approval.

Section 2. Membership of each Standing Committee, with the exception of the Financial Review Committee, shall be recruited by each Standing Committee Chair in accordance with the needs of each Committee.

Section 3. Membership of the Financial Review Committee shall be composed of no fewer than five (5) members and they must all be members of the Cameron County Executive Committee. The County Chair shall serve as Chair of the Financial Review Committee.

Section 4. Membership of the Rules and By-Laws Committee shall be composed of no fewer than five (5) members.

Section 5. The first meeting of each newly constituted Standing Committee shall be called by the Committee Chair to be held no later than five (5) weeks following the adoption of these Bylaws. Thereafter, it is the duty of each Standing Committee Chair to call the Committee together, except that in his/her absence or negligence, the Committee shall meet at the call of the County Chair, or on petition to the County Chair of any two (2) of its members, the County Chair shall within ten (10) days thereafter issue the call of the meeting of the respective Standing Committee.

Section 6. A majority of a Standing Committee's members constitutes a quorum. Each Standing Committee Chair shall appoint a Secretary from its members to record the minutes of the Committee's activities. The Secretary may be the chair of that committee if desired. All members of each Standing Committee shall have voting privileges at the Standing Committee meetings. Reports of the committee meetings shall be submitted to the chair within three (3) business days of the meeting.

Section 7. The term of office for Standing Committee members shall run concurrently with that of the Executive Committee, except that in the event of a vacancy in the office of County Chair, the members shall serve only until the election of a new County Chair. The new Chair will initiate the same steps taken in Article VIII, Section 1.

Section 8. Any appointive Standing Committee member may be removed from membership:

- A. with the consent of County Chair and Committee Chair or
- B. by a majority vote of the Executive Committee present at a called Executive Committee meeting.
- C. A Standing Committee Chair may be removed from Chair for cause by a majority vote of the Executive Committee present at a called Executive Committee meeting.
- D. The removed member may be reinstated by a majority vote of the Executive Committee, a quorum being present at the next business meeting.

ARTICLE 8

Duties of The Standing Committees

Section 1. The Standing Committees are sub-committees of the Executive Committee, established to perform preliminary groundwork and to provide organizational machinery to enable the Executive Committee to fulfill its responsibilities.

- A. Standing Committees shall meet regularly, or as often as necessary to fulfill their duties, and a brief written report of each Standing Committee meeting shall be sent to the Party Headquarters within seven (7) working days, to be placed on file at Party Headquarters and to be presented by the Committee Chair at the next regular Executive Committee meeting.
- B. Any Member of the Executive Committee has the privilege of attending any Standing Committee meeting. Dates, times, and locations of Standing Committees shall be made available by way of being posted on the official calendar at the party headquarters 7 days prior to the meeting being held.

Section 2. The duties of each Standing Committee are detailed as follows:

- A. **The Financial Review Committee** shall create the written strategy plan and proposed annual budget for the County Chair review, perform the Financial Review to include itemized lists of all receipts, expenses paid, outstanding debts, and offer a comparison with the Annual Budget. The Committee shall report results of its review of the preceding calendar year to the Executive Committee, at the first Executive Committee meeting of the calendar year. The Committee shall present a report to the Executive Committee at the last quarterly meeting of each year. The report shall include:
 - 1) the condition of the Secretary's records and duties, and
 - 2) the condition of the Chair's records and duties, and
 - 3) the condition of the Treasurer's records and duties with the following included:
 - a) Salaries and reporting requirements,
 - b) reimbursement records,
 - c) office overhead and spending, and
 - d) candidate spending.
- B. **The Local Candidate and Endorsement Committee** shall develop and carry out a continuing program for vetting, recruiting, developing, and encouraging individuals to run as Republican Candidates for public office. This committee shall serve in an advisory capacity to the nominees of the Republican Party. This committee shall have a subcommittee named The Non-Partisan Candidate Committee and bring eligible Candidate Recommendations to the Executive Committee for consideration of party endorsement using the criteria from the Standing Rules.
- C. **The Precinct Chair Recruitment, Vetting and Development Committee** shall recruit, qualify, vet, vacancy applicants. The Committee Chair shall forward a copy of all Precinct Chair applications to all Precinct Chair Recruitment and Development Committee members prior to the vetting of the applicant. Where two (2) or more candidates are qualified for the same precinct opening, the appointment shall be determined by the vote of the Executive Committee. It develops and conducts periodic training programs

for Precinct Chair. It is responsible for developing programs for implementation by the Precinct Chairs, such as voter identification and voter registration efforts, and ensures that Precinct Chairs have the necessary tools needed to be effective.

D. The Election Recruitment Committee: The primary function of a County Party Executive Committee is to facilitate the bi-annual Primary Election and Runoff Election, and to elect Republican candidates in the General Elections and Republican identifying Candidates in the Local Elections. In order to achieve these goals, the Elections Committee will be responsible for all aspects of the Elections process, including but not limited to the following tasks for:

1. Recruitment and supplemental training of Election Judges, Alternate Judges and Clerks to run the election at the various Cameron County polling locations.
2. Recruitment and training of Poll Greeters to greet voters at the polling place, hand out literature and discuss the values of electing Republican candidates.
3. Recruitment and training of Poll Watchers to review the election process and ensure election laws are being followed at all polling locations. The Poll Watchers will also submit reports post-election to CCGOP Headquarters for management review.
4. Develop a system for allocating yard signs for each polling place as needed and both delivering signs prior to and retrieving signs after elections are held, while following city, county and site guidelines as to terms and location of sign placement, and for distributing signs to voters at our Headquarters.
5. Recruitment of Deputy Voter Registrars (must go through training at Elections Department) to register voters both at Headquarters and at various events.
6. Will organize Precinct Chairs and volunteers in their Voter Turnout Effort, through phone banking, blockwalking, yard sign placement, literature drops, polling location sign placement, and poll greeting for local endorsed candidates or Republican primary nominees.
7. Will develop and maintain a list of non-precinct chair volunteer workers to support Republican activities in the county. May coordinate with any committees as requested, and refer volunteers from vacant precincts to the Precinct Chair Recruitment, Vetting and Development Committee.
8. Will appoint a North and South area coordinator for the selection of election workers within Cameron County.

E. Events, Local Party and Community Engagement Committee shall be responsible for identifying and determining the yearly internal and external events in which the County Party will participate to provide the optimum representation, communication and, when permitted, the education of Republican principles and values. The Committee shall also be responsible to facilitate local party interpersonal relationship.

F. Website/Social Media Graphic Design Committee shall be responsible for creating and maintaining the County Party website and graphic designs to assist the County Chair and as approved by the County Chair.

G. The Rules and Bylaws Committee shall recommend changes to be approved by the County Executive Committee:

1. to these Bylaws of the Executive Committee; and
- 2 to the Rules of the Executive Committee

H. The A.C.T. (Accountability and Compliance Team) Committee. This committee shall operate in a nonpartisan and fact-based manner, with the objective of strengthening public confidence in local government through transparency, integrity, and informed civic oversight.

The Committee's purpose is to monitor, review, and evaluate the expenditure of public funds and the operational practices of governmental bodies, publicly funded organizations, special districts, and other

applicable entities operating within Cameron County. Through lawful review of publicly available information, financial records, audits, contracts, meeting minutes, procurement practices, and open records obtained pursuant to the Texas Public Information Act and applicable Freedom of Information laws, the committee seeks to identify potential instances of waste, fraud, abuse, mismanagement, inefficiency, or lack of transparency involving taxpayer resources.

The A.C.T. Committee is committed to

1. Encouraging accountability and ethical stewardship of public funds.
2. Promoting transparency and public awareness in governmental operations.
3. Supporting responsible budgeting and procurement practices.
4. Reviewing publicly accessible financial and operational data.
5. Conducting research and analysis regarding governmental expenditures and programs.
6. Submitting lawful public information requests when necessary to obtain records relevant to public interest.
7. Providing findings, recommendations, and educational resources to the public and appropriate authorities when warranted.

ARTICLE 9

Special and Temporary Committees

Section 1. The County Chair should appoint, with the advice and consent of the Executive Committee at a meeting of which due notice of purpose has been given and a quorum being present, such Special and Temporary Committees as deemed necessary to assist in carrying out duties not specifically assigned to a Standing Committee.

ARTICLE 10

Executive Session

Section 1. To go into executive session

- A. Chair calls for executive session, non-debatable or
- B. An Executive Committee member must make a motion,
 - 1) it needs a second and is debatable, and
 - 2) it takes a majority vote to adopt.

Section 2. If the members vote to go into executive session, all nonmembers must leave the room until the board votes to end executive session. Everyone in the executive session is sworn to secrecy.

Section 3. Reasons for Executive Session are:

- A. to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of an officer or employee; or
- B. to hear a complaint or a charge against an officer or employee.
- C. Consultation with legal counsel seeks the advice of its attorney about:
 - 1) pending or contemplated litigation; or
 - 2) a settlement offer.
- D. Any other such matter the Executive Committee deems sensitive in nature and is appropriately handled internally.

ARTICLE 11

Transparency Requirements

Section 1. All records of the Executive Committee and Headquarters of the Cameron County Republican Party, including but not limited to, accounting reports, checkbooks, bank statements, official correspondence, data processing records, committee reports, candidate filing forms, election returns, precinct and county convention minutes, primary voter lists, and bids and contracts shall be kept at Cameron County Party Headquarters unless otherwise directed by the Executive Committee, and shall be available for the inspection by any Member of the Executive Committee, upon written request, with date, time, and location to be determined within a thirty (30) day period; to be overseen by the County Chair or Chair's representative.

ARTICLE 12

Budget

Section 1. Content. The Budget shall show sources of income and expenses for the coming year divided into categories. (For example, Income categories might be Dues, Event income, Contributions, etc. Expense categories might be Rent, Utilities, Event expenses, etc.) The Budget should include expense categories for emergency or unanticipated items and for political contributions.

Section 2. Approval. The Chair shall prepare the proposed annual Budget for the new year in consultation with the Treasurer and Financial Review Committee. There is a two (2) step process to approve a final Budget before the beginning of the new year. First, the Chair shall convene a meeting of the Officer's Board at such time during the fourth quarter of the current year as to permit that Board to approve a Budget and for that Budget to be submitted to the Executive Committee. Secondly, the Chair must obtain approval of a final Budget by the Executive Committee before the beginning of the new year. The Chair shall deliver the proposed Budget to the Officer's Board five calendar days before their meeting. The proposed budget shall be delivered to the Executive Committee in the meeting notice.

Section 3. Amendment. There is a two (2) step process to amend the Budget. First, the Chair shall convene a meeting of the Officers' Board to amend the Budget. Secondly, the Chair must obtain approval of the amendment by the Executive Committee.

Section 4. Administration.

- A) No expenditure or debt may be made unless it comes within a Budget category.
- B) The County Chair or Treasurer must approve all expenditures of more than \$500.00 before they are paid.
- C) Each request for reimbursement for expenses must be supported by a receipt and delivered to the Treasurer not more than 15 calendar days after payment of the expense.

Section 5. Debt Prohibition. The Cameron County Republican Party shall operate in a fiscally responsible manner and shall maintain a balanced budget at all times. The Party shall not authorize, incur, assume, or guarantee any debt, financial obligation, loan, line of credit, or liability in excess of available funds on hand without prior approval by a two-thirds (2/3) vote of the County Executive Committee at a properly noticed meeting.

ARTICLE 13

Gender Reference

Section 1. Any reference to gender within these Bylaws and Standing Rules shall be understood to refer to either male or female unless otherwise specifically stated.

ARTICLE 14

Parliamentary Authority

Section 1. Unless otherwise provided for by the United States Constitution, Texas Constitution, United States and Texas statutes, Republican Party of Texas Rules, or these Rules and Bylaws; the current edition of Robert's Rules of Order Newly Revised, which is hereby adopted by reference, shall be the parliamentary authority governing all conventions and meetings of the Cameron County Republican Party.

ARTICLE 15
Amendments

Section 1. These Bylaws may be amended by a majority vote of the total members of the Executive Committee after including notice to each Member of the Executive Committee in the call for the next regular meeting.

ARTICLE 16
Term of Bylaws

Section 1. The term of these Bylaws will be concurrent with the term of the Executive Committee which adopts them by a two-thirds vote of the Executive Committee members present and voting at the Organizational meeting of which due notice of purpose has been given.

The Cameron County Executive Committee adopted these Bylaws on June 22, 2024.

Cameron County Republican Party Chair

Rules and Bylaws Committee Chair

Cameron County Republican Party Secretary