



**LEGISLATIVE DISTRICT 3 BYLAWS 8/31/2023**

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## LEGISLATIVE DISTRICT 3 DEFINITIONS

May be changed or updated by action of  
the LD 3 Executive Committee

1. PC shall mean Precinct Committeeman.
2. PCs shall mean Precinct Committeemen.
3. Captain shall mean Precinct Captain.
4. SC shall mean State Committeeman.
5. SCs shall mean State Committeemen.
6. District shall mean LD 3 Republican Committee.
7. District Chair shall mean Chair of LD 3 Republican Committee.
8. Executive Committee, Board or EC shall mean the elected executive officers of LD 3.
9. Majority shall mean more than a 50/50 split of the votes cast.
10. C&T or CTC shall mean the Credentials and Tally Committee.
11. MCRC shall mean Maricopa County Republican Committee.
12. ARS shall mean Arizona Revised Statutes.
13. Statutory Organizational Meeting shall mean the meeting following the General Election to elect LD 3's Executive Board and other positions. This ARS mandated meeting is held by PCs elected in the August Primary election in even numbered years.
14. County Meetings shall mean the Mandatory Meetings of the MCRC held in January.
15. Mail shall mean correspondence sent by the U. S. Postal Service.
16. EM shall mean Electronic Media correspondence, which includes email, text messages, or notices on LD 3's official website.
17. EGC shall mean MCRC Executive Guidance Committee.

PROPOSED LEGISLATIVE DISTRICT 3 BYLAWS

**ARTICLE I – GENERAL**

**Section A. Mission Statement**

1. The LD 3 Republican Committee’s objective is to ensure We the Peoples’ Civil Right of Self-Governance, a Republican form of government, as provided for and guaranteed by ARTICLE IV, Section 4 of the Constitution of the United States. The LD 3 Republican Committee shall respect and honor the Constitution of the United States including the First and Second Amendments recognizing the right to Free Speech and to Bear Arms.

**Section B. Name of Organization**

1. The name of this organization shall be the LD 3 REPUBLICAN COMMITTEE, herein after referred to as the District.

**Section C. Affiliation and Arizona Law Requirements**

1. The District will be organized and governed pursuant to A.R.S. 16-823, as it may be amended from time to time, and will be affiliated with the Republican Party of Arizona and the Maricopa County Republican Committee (MCRC).

**Section D. Parliamentary Authority**

1. These Bylaws are subject to the ARIZONA REVISED STATUTES (ARS), and MCRC Bylaws. The District’s Parliamentary Authority is the most current edition of Robert’s Rules of Order newly Revised. They are subject to ARS, County and District Bylaws.

**Section E. Bylaw Effectiveness**

1. These Bylaws will take effect upon adjournment of the meeting at which they are ratified and shall continue in effect until amended in accordance with ARTICLE VII.

**ARTICLE II – OBJECTIVES OF THE DISTRICT**

**Section A. The objectives of the District will be:**

1. To promote Republican Party of Arizona’s voter registration efforts and any other activities as required by the Republican Party of Arizona Bylaws.
2. To inform and serve Republican voters and promote citizens’ role in self-governance and the United States Constitution by education and training.
3. To recruit Republicans for Maricopa County paid poll workers as required by ARS 16531.
4. To support Republican Party need for poll observers and other election day volunteer activities.
5. To support the election of Republican candidates who practice, support, and vote for the Republican Party Platform.
6. To recruit Republicans to seek appointments to commissions, boards, committees, and other service opportunities on the state, county, and local levels.
7. To foster loyalty to the United States Constitution and the Republican Party Platform.

**ARTICLE III – MEMBERSHIP**

**Section A. Precinct Committeeman (PC) Requirements**

1. District 3 Precinct Committeemen (PCs) are elected in accordance with ARS 16-821A and ARS 16-822B.
2. The term of PCs runs for two years from October 1 following the August primary election to October 1 per ARS 16-822F.

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3. PCs shall complete the elected officers' oath per ARS 38-231 at any time after receiving the officer's certificate of election, and at or before commencement of the term of office per ARS 38-232-2.
4. Additional PCs may be appointed to fill vacancies left following the August primary election.
5. Those appointed shall have been members in good standing of the Republican Party of Arizona for at least 90 days prior to their appointment.
6. All LD 3PCs are also members of the MCRC.
7. All PCs shall maintain Good Standing by following and complying with the terms of elected office as defined by ARS 16-821, 16-822 and 38-291 and LD 3 Bylaws, Special Rules of Order (ARTICLE IX) and Standing Rules and Procedures (ARTICLE VIII).

### Section B. Numbers

1. Each precinct may elect at least one PC plus an additional PC for each 125 Republican voters (or major fraction thereof) registered before January 2<sup>nd</sup> of the General Election Year.

### Section C. Duties

1. Attend, in person, regular and special meetings of the District.
2. Campaign and carry petitions in their home precinct on behalf of Republican Candidates.
3. Organize and assist workers in their precinct and District to turn out a maximum Republican vote.
4. Help organize and participate in District Republican voter registration campaigns and in efforts to have accurate voter rolls for their Precinct, District, County, and the State of Arizona.
5. Help develop, maintain, and support the District's Republican PC organization.
6. Attend all statutory and mandatory meetings of the District in person. Any PC missing three (3) or more consecutive regular district meetings, without prior notice to the EC, will meet with the Executive Committee, who will determine if the PC should be removed from office. The PC must be notified by the EC a minimum of ten (10) days, prior to the Executive Committee's vote, to have a chance to respond. Removal from office shall require a majority vote by the Executive Committee. Removal shall constitute an immediate vacancy, which shall be submitted to the EGC per MCRC Bylaws.
7. Attend all State statutory and mandatory meetings in person, if elected as a State Committeeman (SC).
8. Dues are not required for this volunteer position.

### Section D. Vacancies requiring no action by the District

1. A vacancy shall exist in the office of a PC when the PC moves from the precinct from which elected or changes political party from the party in which the PC was elected. (ARS 16822-D)
2. The criteria used to establish when a vacancy exists in the office of a PC shall be as established in ARS 16-821-B and ARS 38-291, which pertain to Resignation, Death, Insanity, and Conviction of a felony or a violation of the PC's duties.

### Section E. Proxies

1. Proxies are not to be used for any reason in LD 3 meetings or elections, or in any Committee, Precinct, Board meetings or elections.

### Section F. Vacancies requiring action by the District

1. Removal from the office of the person holding the office including the removal of a board or committee member by the appointing power before the expiration of the person's term of office.
2. The person holding the office ceasing to discharge the duties of office for the period of three consecutive months per ARS 38-291.

### Section G. Contact Information

1. Members shall provide the District with their contact information, including a phone number and an email address, unless the PC requests to exclude their phone and email in writing.

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2. The District must utilize member email addresses solely for District business (Defined in ARTICLE II Section A). A penalty for using the emails for non-District business may be loss of access to Precinct email lists.
3. A contact list of the members in a precinct, including phone numbers and email addresses, if available, must be provided to any member of that precinct, for District business only, within seven (7) days of request.

### Section H. Security

1. Volunteers shall provide security unless approved by a majority vote by the body with a quorum present.
2. Two Sergeant of arms will be appointed by the District Chair and shall arrive at the venue early to help the board setup, organize, and conduct security for the meeting.

## ARTICLE IV – ORGANIZATION OF THE DISTRICT

### Section A. Executive Committee

1. Officers:
  - a. The officers of this District shall consist of a District Chair, First and Second Vice Chair, Secretary and Treasurer. These officers shall constitute the Executive Committee.
2. Election:
  - a. Officers shall be elected at the Statutory Organizational Meeting of the District prescribed by the Arizona Revised Statutes (See ARTICLE VI for nomination and election eligibility and process).
3. Term:
  - a. Officers shall serve through the next Statutory meeting. All officers of the District shall be Elected PCs in Arizona's Legislative District 3.
4. Removal:
  - a. Any officer may be removed at any time for just cause, provided that a petition calling for the proposed removal vote (citing the alleged cause) is signed by a majority of the active and in good standing elected and appointed PCs and presented at a regular meeting.
  - b. Official notice with a copy of the petition, and removal vote meeting date, shall then be sent by the Secretary to each PC. This official notice shall be sent at least ten (10) days before the meeting at which removal is to be voted upon.
  - c. Any officer being brought for removal shall have the opportunity to address the Body prior to the Removal Vote.
5. Replacement:
  - a. In the event of death, ineligibility, resignation, or removal of a District Officer, an election shall be called within 90 days unless the event occurs within one hundred and twenty (120) days of the next Statutory Organization Meeting.
  - b. In the event the District Chair is removed or the office vacated, until the new Election occurs, the First Vice-Chair shall serve as Acting District Chair.
  - c. For nonstandard vacancies, see Standing Rules, ARTICLE VIII Section B
6. Officers Duties:
  - a. District Chair Duties:
    - i. Preside at all meetings of the District Organization. A Member of the Executive Committee starting with the First or Second Vice Chair may preside if the District Chair is unavailable or delegates to them.
    - ii. Represent the District as a member of the Maricopa County Executive Guidance Committee (EGC) in accordance with the MCRC Bylaws.
    - iii. Keep members of the District Organization informed of the activities of the District and County committees and to ensure that the District is represented at all County meetings.
    - iv. Appoint a Parliamentarian to attend District meetings if desired.
    - v. Appoint Temporary Committees as necessary to handle the temporary project and District needs that are a District Chair's responsibilities of office.
    - vi. Regularly monitor the activities of the Standing committees to ensure that their approved programs are progressing in a timely manner toward successful completion.

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- vii. Ensure PC resignation paperwork or other documentation is submitted to the Chair of the MCRC whenever a vacancy is created.
  - viii. Approve for appointment and submit the names of the qualified persons to serve as PCs, where vacancies exist within the District, to the Chair of the MCRC.
  - ix. Approve for appointment and submit the names of replacement State Committeemen, when vacancies occur due to death, resignation, or "District" residency, to the Chair of the MCRC who in turn approves and submits them to the Chair of the State Republican Party of Arizona.
  - x. Resign said District Chairmanship upon formal announcement of candidacy, or upon filing nominating petition, for any partisan elective public office. This is to preclude any conflict of office by simultaneously holding a partisan elected public office and District Chairmanship of LD 3.
  - xi. Initiate transfer of all District property and records to the new District Chair within seven (7) days of their election.
  - xii. All expenses over \$200 shall be approved by the Executive Committee and all expenses over \$500 shall be approved by the Body where a quorum is present, with the exception of the physical building rental for the District meetings.
- b. First Vice-Chair Duties:
- i. Preside at all District meetings when the District Chair is absent.
  - ii. Lead membership and recruitment efforts for the District, including overseeing recruitment and training of PCs in collaboration with other elected officers and Precinct Captains.
  - iii. In the absence of the Chair, the First Vice Chair:
    - 1. Presides at District and Board meetings.
    - 2. Substitutes for the Chair at County meetings, including EGC meetings.
    - 3. Performs duties of the Chair that cannot wait for the return of the Chair.
    - 4. Perform any of the other non-appointive duties of the District Chair when so requested by the District Chair, or during the interval prior to the election of a new District Chair in the event of Replacement.
- c. Second Vice-Chair Duties:
- i. Coordinate District Meeting programs, schedule and invite speakers.
  - ii. Assist the District Chair and First Vice-Chair as requested.
  - iii. Perform the specified non-appointive duties of District Chair and First Vice Chair, in their absence.
- d. Secretary Duties:
- i. Take and keep minutes of the regular meetings, Executive Committee meetings and special meetings.
  - ii. Deliver recorded minutes of all meetings to the District Officers and PCs to be attached to the next meeting Call Notice.
  - iii. Send meeting notices and official calls to the District Officers and PCs not later than ten (10) days prior to each regular meeting.
  - iv. Collect the District Members' Oaths of Office required by ARS and furnish list to credentials committee. Make copies for the District's records and mail originals to County Recorder Office.
  - v. Maintain a current and accurate roster of the District membership and transmit the permanent records of the District to the new Secretary within 7 days of their election.
  - vi. Maintain an up-to-date roster of District Officers, Captains, PCs, State Committeemen, Party Officers, State Convention Delegates and Alternates, (when applicable) and elected and appointed Public Officials residing in the District.
  - vii. Conduct the LD 3 members meeting attendance sign in. Sign in sheets shall be with members organized by their precincts. Precinct Captains (Captains) will be noted.
  - viii. Perform all other duties as directed by the District Chair.
- e. Treasurer Duties:
- i. Establish and maintain a District bank account for which the District Chair, Treasurer and Secretary shall be account signers.
  - ii. Update the bank account signers within seven (7) days, whenever the District Chair, Secretary or Treasurer changes hands.
  - iii. Receive and be custodian of all funds of the District and to pay all bills upon the authorization of the District Chair, as approved by the District Executive Committee.

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- iv. Dispersing funds only upon the approval of the District Chairman, or in his or her absence, the Vice Chairman acting in his/her stead. Any disbursements approved in the budget will not require additional Chair approval. All checks shall be signed by an approved signer established above and approved by the District Chairman or a Vice Chairman acting for the Chairman. The Treasurer shall not write checks to himself/herself without written approval by the District Chairman. Any check over \$500 requires two signatures by an approved signer.
- v. Keep an itemized account of all monies received and disbursed and report those detailed balance changes at regular meetings, to be distributed to the membership with the monthly Agenda.
- vi. Participate as requested by the Finance Committee.
- vii. In cooperation with the District Chairman and the Executive Committee, prepare and submit an annual budget, by January 1<sup>st</sup>. Present that budget to the body at the next District meeting.
- viii. Provide for a minimum balance of one thousand dollars, provided a minimum balance exists of \$2,500 or ten percent (10%) of the yearly budget, whichever is greater, to pass on to a new board at the District Organizational meeting.
- ix. Submit an annual report to the District and such other reports as required by law.
- x. File the appropriate Secretary of State and County Reports on time.

### Section B. Precinct Captains

1. Election:
  - a. At the start of each new term, the PCs of each precinct with two or more members should meet within twenty (20) days after the start of the term and elect from among their number, by a majority vote of the newly elected PCs, a Precinct Captain. The documentation of that vote, using the District's Precinct Captain Election Form or comparable documentation, shall be submitted to the District Chairman, or his/her designee as soon as practicable.
2. Removal and/or Replacement:
  - a. In response to a petition from the majority of PCs in good standing in a precinct, a special Precinct meeting shall be called by the District Chair to elect a new Captain by a majority of said PCs voting in person. If no election is held, the District Chair shall appoint a Captain until an election can be held.
3. Duties:
  - a. Hold a precinct meeting, in person, electronic or EM, using the Precinct Captain Election Form to record the election of a Captain.
  - b. Send the results of the Captain election to the District Chair within 5 days.
  - c. Attend Captain Meetings called by the District Chair.
  - d. Maintain Precinct walking and alphabetical registration lists.
  - e. Distribute copies of registration lists to PCs and volunteers as requested.
  - f. Disseminate political activity information to Precinct Members not in attendance at District Meetings.
  - g. Organize the Precinct in the most efficient manner for distribution of campaign literature, collection of nomination petition signatures, and Get-Out-The-Vote activity.
  - h. Recruit volunteer workers.
  - i. Recommend appointees to the District Chair for approval to fill PC vacancies.
  - j. Organize Precinct voter registration drives.
  - k. Coordinate Precinct efforts in support of District and County Committee activities.
4. Co-Captains:
  - a. In the absence of any objection by the PCs in a precinct, each precinct may have two (2) Co-Captains, by election or appointment and the duties of Captain shall be divided by mutual agreement.

### Section C. Standing Committees

1. Shall be composed of duly elected and appointed PCs.
2. Majority quorums are required.



**Section D. Appointed Committees**

1. Finance Committee:
  - a. Numbers
    - i. The Finance Committee shall consist of three (3) members appointed by the Executive Committee.
    - ii. The Treasurer shall participate as requested by the Finance Committee.
    - iii. The District Chair shall be an ex-officio member of this Committee but without voting rights.
  - b. Removal/Replacement
    - i. When a committee member needs to be replaced, the Executive Committee shall, by majority vote, appoint a replacement from the District PCs.
  - c. Duties
    - i. Periodically review the financial statements of LD 3.
    - ii. Assist the Treasurer and District Chair as necessary.
    - iii. Conduct an inspection of the District's books upon a change in the person holding the office of Treasurer, after each Statutory Organizational Meeting, and from time to time as reasonably requested by the membership.

**Section E. Elected Committees:**

No PC shall serve as Committee Chair on more than one committee.

1. Nominating Committee
  - a. Numbers:
    - i. Nominating Committee shall be at least three (3) but no more than five (5) members to be elected at the District Statutory Organization Meeting. The number of members must be an odd number. The Body shall nominate and elect the Nominating Committee members. The Nominating Committee members shall elect the committee chairman. Their term of office will be for two (2) years including Nominations for the next Statutory Meeting two (2) years hence.
    - ii. Election to the Nominating Committee does not preclude the right to run for office other than District Chair.
  - b. Removal/Replacement:
    - i. When a committee member needs to be replaced, the Executive Committee shall, by majority vote, appoint a replacement from the District PCs.
  - c. Duties:
    - i. Handle the nomination of:
      - 1) Officers
      - 2) All elected Committees
      - 3) State Committeemen
      - 4) Convention Delegates and the nomination for other elections as may occur during their term of office.
    - ii. Recruit qualified candidates for elected positions.
    - iii. Interview potential candidates and make sure they understand the duties and responsibilities of the office they are seeking.
    - iv. Verify eligibility of candidates.
    - v. Nominate all those eligible and desiring to serve.
    - vi. Not to nominate a PC for more than one (1) office simultaneously with an exception for SC.
    - vii. Present the nominations received in written form suitable for use as a Ballot.
    - viii. Participate in the Conduct of Elections process as indicated in the Standing Rules and Procedures. (SEE ARTICLE VIII)
2. Credentials and Tally Committee:
  - a. Numbers:
    - i. Credentials & Tally Committee (CTC) shall be seven (7) members. The Body shall nominate and elect the CTC members at the District Statutory Organization Meeting for the following two (2)-year term. The CTC members shall elect the committee chairman.
    - ii. At any time a member of the CTC may be replaced by a majority vote by the body.

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- iii. None of the Committee members shall have been nominated for any other elective position, if possible.
    - iv. CTC members shall not be close relatives of any candidates in the election.
    - v. The District Chair shall be an ex-officio member of the CTC but without voting rights.
  - b. Removal/Replacement:
    - i. When a committee member needs to be replaced, the Executive Committee shall, by majority vote, appoint a replacement from the District's PCs.
  - c. Duties:
    - i. Prepare the ballots.
    - ii. Conduct the verification and sign-in registration of eligible PCs.
    - iii. Distribute the corresponding credentials tag.
    - iv. Certify the number of eligible votes in person at close of registration.
    - v. Handle ballot distribution and pickup during voting.
    - vi. Tally and certify the vote count; (See ARTICLE VI Elections, Section F Voting and Elections).
    - vii. Report the voting results to the District Chair for announcement.
  - d. Candidate Observers to the Tally Committee:
    - i. The candidates for District Chair and for First Vice-Chair may designate one representative each, as Tally observers.
    - ii. For any District related election, any PC shall be able to observe in a nonobstructive, nondisruptive manner.
    - iii. If there are more observers than space allows, the CTC Chair shall implement a rotation system to include at least three (3) PC observers at a time to observe up close.
3. Bylaws Committee may be established and shall consist of at least three (3) but not more than five (5) District PCs, with current voting status. The Body shall nominate and elect the Bylaws Committee members. The Bylaws Committee members shall elect the committee chairman.
  - a. Duties of the Bylaws Committee shall:
    - i. Establish by a motion from the body and authorizing the committee to provide and distribute a draft to the body within the next two district meetings.
    - ii. Research & review proposed amendments to and revisions of the Bylaws.
    - iii. Make recommendations regarding the proposed amendments.
4. A Standing Fundraising Committee (SFC) shall be established and consist of at least three (3) but not more than five (5) District PCs, with current voting status. The Body shall nominate and elect the SFC members. The SFC members shall elect the committee chairman.
  - a. Duties of the Fundraising Committee shall include at a minimum:
    - i. Identify fundraising activities and events targeted for a specific purpose.
    - ii. Give regular reports on progress and amounts raised.
    - iii. Give recommendations to the body to vote on use of funds.
    - iv. Coordinate with the Treasurer.
    - v. Investigate ways to financially support worthy candidates.

### Section F. Disciplinary Responsibilities

1. (See ARTICLE VIII Section C Standing Rules and Procedures)

### Section G. State Committeemen

1. Number:
  - a. The number of SC positions that may be elected at the district Statutory Organization Meeting is equal to 1/3 of the total number of PCs elected at the preceding Primary Election.
  - b. Only elected PCs from District 3 may be elected (per A.R.S. 16-823-C).
2. Election:
  - a. SCs shall be elected (per ARS 16-825) at the District Statutory Organizational Meeting by a plurality vote with those receiving the highest vote count elected until the District's quota has been filled. If there is a tie vote for the last positions, those tied shall draw lots to determine the final positions.

3. Replacement:
  - a. Upon vacancy of an SC, the EC shall appoint an elected PC, nominated by the Body, to take their place.
4. Duties:
  - a. To attend the State Mandatory or Statutory meetings each year to conduct State Party business and elect new State Party Officers.

**Section H. Quadrennial Conventional Delegates**

1. (See ARTICLE IX Special Rules of Order, Section B)

**Section I. Ownership of Electronic Communication.**

1. The LD 3 website is owned by LD 3 and will be transferred to any newly elected board within seven (7) days of the election.
2. All electronic communication including email list server, social media, etc. logins and access shall also be transferred within seven (7) days of the election.

**ARTICLE V – MEETINGS**

1. Proxies are not to be used for any reason in LD 3 meetings or elections, or in any Committee, Precinct or Board meetings.

**Section A. Regular District Meetings**

1. No fewer than ten (10) regular monthly District meetings will be held per calendar year.
2. A regular meeting date, time and place shall be established. Except as noted below, Notice of Regular District meetings shall be communicated by electronic media or mail to each PC not later than ten (10) days prior to the meeting, together with any pertinent information thereto. Notification requirements for Election, Officer Removal, and Bylaw Amendment meetings are established in the corresponding ARTICLE and Sections governing those events.
3. Any member may present resolutions for consideration by the body. Resolutions may be submitted to the District Chair early enough for a copy of the Resolution to be sent with and placed on the agenda. Otherwise printed copies should be provided at the beginning of the meeting.
4. A quorum for transaction of business shall be ten percent (10%) of the elected and appointed active and in good standing PCs for a regular, or special non-election meeting.
5. Every meeting of the District shall begin with an invocation and a pledge of allegiance. After this the meeting follows the 12th edition of Robert’s Rules of Order Newly Revised, unless otherwise specified in these Bylaws or in special rules for the meeting.
6. Agenda:
  - a. The agenda for regular meetings must allow for the introduction of New Business by District members.
  - b. The agenda shall be sent out by the Secretary with the meeting call notice.
7. Debate Rules.
  - a. A maximum of five (5) speakers shall be allowed for each side of the debate for a pending question.
  - b. No member may speak on any pending question longer than one (1) minute at a time, per speaking slot.
  - c. After a member has spoken once on a pending question, he or she may not speak again on the pending question until everyone else has had the opportunity to speak upon such question.
  - d. No member may speak more than twice on any pending question.

**Section B. Special District Meetings**

1. Special meetings of the District may be called by the District Chair when necessary or by a majority of the Board.
2. Special District Meetings will also be called at the written request of at least ten percent (10%) of the currently serving PCs, representing at least ten (10) of the District’s precincts.

3. A quorum for transaction of business shall be twenty-five percent (25%) of the elected and appointed PCs for a Special meeting.

**Section C. Precinct Organization Meetings**

1. The District Chair will issue a call for all Precinct Organization Meetings no later than two (2) weeks after the County Recorder publishes the list of elected PCs or October 15<sup>th</sup> whichever occurs first.
2. Precinct Organizational Meetings for individual precincts must be held to elect a Captain by majority vote. Document and report the meeting and election with Precinct Organization Form.
3. A quorum for Precinct Organization Meetings shall be a majority of the newly elected PCs in that Precinct. PCs may attend in person, electronic or EM.

**Section D. Precinct Captain Meetings**

1. The District Chair may call special meetings of the Captains.
2. The District Chair shall call a special meeting of the Captains at the written request of at least five (5) Captains.

**Section E. Statutory Organization Meetings**

1. The Statutory Organization Meeting shall be held as defined by A.R.S. 16-823 C (at present, not earlier than the second Saturday following the General Election and no later than the first Saturday of the following December).
2. A quorum for transaction of business shall be twenty-five percent (25%) of the PCs.

**Section F. Quadrennial Convention Delegate Election Meeting**

1. See (ARTICLE IX Section B)

**Section G. Threshold for Doing Business**

1. At any meeting where a quorum has been established, business can be conducted until adjournment regardless of the number of members present.

**ARTICLE VI – ELECTIONS**

1. Proxies are not to be used for any reason in LD 3 meetings or elections, or in any Committee, Precinct, Board meetings or elections.

**Section A. Nominating Committee (see Article IV Elected Committees)**

**Section B. Credentials & Tally Committee (see Article IV Organization of the District, Section E Elected Committees)**

**Section C. Nomination of Officers, Committee Members, and State Committeemen**

1. Decennial Redistricting/New District Formation (see Special Rules of Order, ARTICLE IX, Section A, 3, a)
2. The Nominating Committee will prepare the Call for Nominations at the beginning of October of even years. At the direction of the District Chair, the Secretary shall issue the Call for District Officers, Committee members, and SC to be nominated.
3. The Call for Nominations shall state:
  - a. The list of LD 3 offices and committees to be elected and the estimated number of SCs to be nominated.
  - b. That any elected PC desiring to run for any District Office, SC, Nominating or Credentials & Tally Committees shall submit his or her name, and, the title of the office sought, in writing or by email to any member of the Nominating Committee before the final date for submitting stated in the Call.

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- c. The names, email addresses, and phone numbers of the Nominating Committee members to whom the notices of candidacy may be submitted.
4. If there are no PCs offering their candidacy for a given office, it will be the responsibility of the Nominating Committee to seek out one or more qualified individuals to run for each such unsought office.
5. In the event that fewer PCs, than the district quota, have submitted their desire to serve as SC, the Nominating Committee shall seek out Qualified District 3 PCs to fill out the quota. The Nominating committee shall consider the following criteria:
  - a. The relative degree and devotion with which the PC has fulfilled his or her duties, as expressed in ARTICLE III, Section C of the District Bylaws.
  - b. The extent to which the PC has participated in special District, County, and State Committee registration, early ballot, and Get-Out-The Vote drives, and other special party activities.
  - c. The commitment with which the PC has aided the District Chair, as requested, including participation and quality of work performed on Standing and Special committees.
6. The names of the Candidates shall be reported to the District Chair within seven (7) days following the final date for candidate submission.
7. The Credentials & Tally Committee will prepare the ballot with names of candidates for each office appearing in alphabetical order. Additional names can be nominated from the floor, but the nominees must be present.
8. The regular ten (10)-day Call Notice shall include a list of District Officer, Committee members, and SCs candidates submitted by the Nominating Committee.

### Section D. Election of State Committeemen

1. SCs are nominated by the District at the Statutory Organizational Meeting. (A.R.S. 16-823 and 16-825)
2. At the District Statutory Organizational Meeting, SCs shall be elected from a ballot alphabetically listing the names of all elected District 3 PCs who have themselves personally submitted, in writing or by EM, their desire to serve as a SC, during the submitting period designated in the Call for Nominations.

### Section E. Election of State Quadrennial Convention Delegates

1. (See ARTICLE IX, Section B)

### Section F. Voting and Elections

1. Eligibility to vote in District elections varies with the type of election.
  - a. District Statutory Organizational Election: All PCs, elected or appointed, voting in person are eligible.
  - b. District Statutory Decennial Redistricting/New District Formation Election in year ending in a 2 (See Special Rules ARTICLE IX Section A. 3. c.)
  - c. Election of Delegates and Alternates to the State Quadrennial Convention (See ARTICLE IX-Section B.)
  - d. District By-Law Ratification Vote, Officer Removal Vote, and Officer Replacement Election: All elected and appointed District PCs voting in person are eligible.
  - e. District Nominating Committee Election: All PCs voting in person are eligible.
  - f. Decennial Redistricting/ New District Formation Elections: (See ARTICLE IX-Section A, 3,)
2. Identification of Voters:
  - a. Eligible PCs shall present a photo ID with an address that matches the District roll. In the event the address on the photo ID does not match the roll, a photo ID presented with two (2) forms of identification indicating the residence address (utility bills) may be accepted.
3. Voting Method:
  - a. Voting shall be by secret ballot except where only one (1) nominee is being considered for an office, in which case a voice vote may be used.
    - i. At District Meetings where guests are present, voice votes should not be used. In this case, using colored cards, issued to eligible PCs by the CTC, to be held up to indicate a vote, is acceptable.
4. Conduct of Elections
  - a. All District Elections shall be conducted in accordance with the procedures laid out in the District Standing Rules and Procedures (ARTICLE VIII).
5. Nominating Speeches:

- a. Each candidate for District Office may have nominating speeches. The length of the speeches are limited to three (3) minutes.
6. Election to Office at a District Election Meeting at which a quorum is present:
  - a. District Officers shall be elected by a majority of the votes cast. If no candidate receives a majority on the first ballot, a majority vote on a second ballot between the two candidates receiving the highest number of votes in the first ballot shall be the winner. In case of a tie on the second ballot, re-balloting will continue until a winner is determined. If the winning vote is by one percent (1%) or less, a candidate may ask for a recount of the ballots cast. (i.e., if 99 votes are cast, and the result is 50 to 49, the losing candidate may ask for and receive a ballot recount; if 300 votes are cast, and the result is 151 to 149, the losing candidate may ask for and receive a ballot re-count).
  - b. State Quadrennial Convention Delegates (See ARTICLE IX-Section B).
7. Certification of Election:
  - a. District Statutory Organizational Election results shall be certified to the District Chair by the Chair of the CTC. The certified results shall be signed by the CTC and the candidate's designated Tally Observer (See ARTICLE IV Section E, 2, d)
  - b. The District Chair shall announce the results of the District Elections to the body upon completion of the vote count. Upon announcement of election results and swearing in of the officers, the newly elected District Chair shall preside over the remainder of the meeting. A list of elected Officers, Committees, and SCs shall be included with the next regular meeting notice.
  - c. The newly elected District Chair shall certify the election results of Officers, and SC within seven (7) days following the elections.
  - d. State Quadrennial Convention Delegate Election Certification (See ARTICLE IX-Section C, 10, a)
  - e. After the election is certified, in addition to certified tally results, all ballots (both used and spare) shall be sealed in an envelope or bag, the seal numbers recorded and turned over to the newly elected Secretary at the close of elections to be processed in accordance with District Standing Rules and Procedures (ARTICLE VIII). This shall also apply to audit materials.
  - f. An audit shall be performed by an in-writing request from a PC of the District, provided the request is received within seven (7) days of the election. The audit shall be a hand count conducted by the newly elected board, with a minimum of three (3) observers present, having unimpeded access to the audit process. The audit shall be conducted, and results given, by EM and posted on the District website, within seven (7) days.

## **ARTICLE VII – BYLAWS AMENDMENT PROCEDURE**

### **Section A. Introduction of Amendments**

1. These Bylaws may be amended at any regular meeting of the District by a two-thirds votes cast, provided that the proposed amendment has been submitted to the members in writing at the previous regular meeting and has been included in the meeting notice, or otherwise sent by mail or electronic mail to the Board no later than fifteen (15) days prior to the meeting at which the proposed amendment is to be voted upon.
2. Official notice of an Amendment Ratification Meeting (scheduled jointly with the next regular meeting), together with a copy of the Proposed Amendment, will then be EM by the Secretary to each PC no less than ten (10) days before the next regular meeting.

### **Section B. Amendment Ratification Meeting**

1. The CTC shall handle all matters of voting credentials, ballots, and vote tally according to the conduct of election procedures laid out in ARTICLE VI Elections.
2. The Proposed Amendments will be reviewed by the District membership at the Amendment Ratification Meeting. This meeting will afford an opportunity for presentations (pro and con), questions and answers, and motions to amend. Motions to change the proposed amendments may be accepted by a majority of those present and eligible to vote.
3. If major changes are made, the proponents may decide to withdraw their Original Amendments, as modified.
4. Following approval of a motion to amend the Proposed Amendments, if any, (and if not withdrawn by the proponents) the Proposed Amendments, as modified, will be submitted to a Ratification Vote of the PCs.

**Section C. Amendment Ratification**

1. Amendment Ratification is affected by a 2/3 vote of the votes cast. A quorum for transaction of business shall be twenty percent (20%) of the elected and appointed active and in good standing PCs.
2. An amendment that fails to be ratified may not be reintroduced for at least three (3) months after the failed Ratification Vote.
3. Amendments achieving Ratification shall become effective upon adjournment of the meeting at which they are ratified.

**ARTICLE VIII – STANDING RULES AND PROCEDURES**

1. May be adopted or suspended by a Majority Vote at any meeting.
2. May be amended at any meeting with a 2/3 vote.
3. If previous notice has been given, may be amended by a majority vote.
4. Election Procedures, Designated Committees, Standard Forms and References are Documents referred to in the LD 3 Bylaws. They are subject to change by their organizations and only the current version is applicable and pertinent to LD 3 meetings and conduct of business.

**Section A. References**

The following are References referred to in the LD 3 Bylaws. They are subject to change by their organizations only the current version is applicable, therefore they may be updated as required for LD 3 to conduct meetings and business.

1. Arizona Revised Statutes (ARS) 16-821, 16-822, 16-823, 16-125, 38-291, 16-825.

**Section B. Procedures for Nonstandard Vacancies**

1. Nonstandard vacancy is in the event of death, ineligibility, resignation, or removal by a majority of LD 3 Executive Committee.
2. A majority of the members present may activate Standing Rule VIII, Number 2 at any time.
3. The Executive Replacement Election shall be held during a regularly scheduled meeting to elect new Replacement District Officers as needed. The Committees hosting the Executive Committee Replacement Election shall facilitate the meeting, until a Replacement District Chair is elected.
4. For purposes of this unusual election all the District PCs shall be eligible for all positions and shall consist of all elected PCs residing in the district who were serving in such position at least thirty (30) days prior to occurrences of the vacancies.

**Section C. Policies and Procedures Manual**

1. The Board shall create a Policies & Procedures Manual which at a minimum addresses the following:
  - a. Removal, vacancy, & replacement of a PC, State Committeeman, and/or Precinct Captain.
2. Funding & expenditures.
3. Reporting of Board meetings to the District.
4. The Policies & Procedures Manual shall be posted on the District website or provided electronically upon request of a PC. The Policies & Procedures Manual may be amended by a proposal made by a member of the Board or Body and approved by a majority of the votes cast of the Board or Body. Notification of changes approved by the Board to the Policy and Procedures manual shall be announced at the next District meeting during Officer Reports, in addition to being published on the website.

**ARTICLE IX – SPECIAL RULES OF ORDER**

1. May be suspended at any meeting by 2/3 vote.
2. May be amended by 2/3 with previous notice given.

**Section A. Decennial Redistricting/New District Formation**

For the times when the District undergoes the re-mapping and re-districting process, the following shall apply:

1. Years ending in zero (2030):
  - a. The EC shall appoint the following committees during Statutory Organizational Meeting.
  - b. LD 3 IRC Committee to follow the Independent Redistricting Commission and advise the District members of their concerns stemming from the Independent Redistricting Commission (IRC) about the new District.
2. Years ending in one (2031):
  - a. The new IRC will be appointed in January 2031. IRC will post all public notices and agendas online at <https://publicmeetings.az.gov/> and at:

Arizona Independent Redistricting Commission  
1110 W. Washington St.  
Phoenix AZ 85007

3. Years ending in 2 Two (2032):
  - a. In years ending in 2, within thirty (30) days of the filing of the redistricting map (ARS 16- 823 D), a New District Formation Meeting should be held to elect a Nominating Committee and the Credentials Committee. These committees will serve for two (2) elections, the formation election in the spring of years ending in 2 and the Statutory Organization Meeting defined by A.R.S. 16-823 C.
  - b. Within forty-five (45) days of the New District Formation Meeting, the Statutory Formation Meeting shall be held to elect new District Officers and State Committeemen. Committees elected during the New District Formation Meeting will facilitate this meeting.
  - c. For purposes of the New District Formation, the district committee shall consist of all PCs residing in the district who were serving in such position at least thirty (30) days prior to the enactment of reapportionment legislation per ARS 16-823G.
  - d. SC shall consist of one member of the county committee for every three members of the county committee elected per ARS 16-825, to be selected by provisions of ARTICLE IV, Section G State Committeemen.
  - e. For a Temporary Nominating Committee for Elections of the Statutory newly formed LD resulting from reapportionment. This Nominating Committee shall serve for two (2) elections, the Formation Election in the Spring, and the Statutory Organizational Meeting per ARTICLE V Section E.
4. Election to the Nominating Committee does not preclude the right to run for office other than District Chair.

**Section B. Quadrennial State/ Congressional District Convention**

1. (ARTICLE V Meetings - Section G)
  - a. The Republican Party of Arizona holds a Quadrennial State/Congressional District Convention. This State Convention is held in the Spring of the Presidential Election year for the purpose of electing Delegates and Alternates to the Republican National Convention who will select the Republican Presidential nominee.
2. The District's State Quadrennial meeting to elect the Presidential Convention Delegates shall be held at a regular District Meeting. Timely notification from the Republican Party of Arizona as to the Convention date and the number of delegates allocated to the District may require a special District Meeting to be called.
3. A quorum of twenty-five (25%) of the elected and appointed PCs present is necessary to elect the Republican Party of Arizona Quadrennial Convention Delegates.
4. Proxies are not permitted per state bylaws.
5. Number of Delegates and Alternates.
  - a. The number of Delegates allocated to each District is based on its total number of PCs relative to the overall state total.
  - b. The State Party determines the number of Delegates in advance of the convention. An equal number of District Alternates may also be elected.
  - c. In the event that an elected District Delegate cannot attend, the highest District Alternate present shall replace the missing Delegate.
6. Selection:
  - a. The District elects State/Congressional District Quadrennial Convention Delegates and Alternates (with proper notice) at a regular District meeting held prior to the State Quadrennial Convention and following



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notification from the State Party as to the Convention date and the number of Delegates allocated to the District.

- b. Timely notification from the Republican Party of Arizona as to the Convention date and the number of delegates allocated to the District may require a special District Meeting to be called to meet time constraints.

7. Duties

The duties of a Delegate to the Quadrennial Convention shall be:

- a. To elect Delegates and Alternates to the Republican National Convention.
- b. To elect a National Committeeman and Committeewoman, who will serve a four (4)-year terms as members of the Republican National Committee.
- c. To elect three (3) National Convention Delegates from each Congressional District with the remainder of the State’s National Delegation elected At-Large. Only Delegates residing in a Congressional District vote to elect their respective Congressional District Delegates to the National Convention.
- d. To elect the At-large Delegates to the National Convention.

8. (ARTICLE VI Elections--Section F Voting and Elections 1. Eligibility, c.)

- a. District Election of Delegates and Alternates to the State Quadrennial Convention: All PCs, elected or appointed before the cutoff date designated by the Republican Party of Arizona, are allowed to vote in person.

9. (ARTICLE VI Elections-Section F. Voting and Elections 6. Election to Office b.)

- a. State Quadrennial Convention Delegates shall be elected by a plurality vote in the same manner as State Committeemen, except that an equal number of Alternates shall also be elected by plurality vote. Alternates shall be those Delegate Candidates receiving the next highest votes below the Elected Delegates. In the case of a tie for the last Delegate positions, those not achieving Delegate status by the draw will be the top Alternate Delegates. In the same manner, a tie for the last Alternate positions will be determined by drawing lots.

10. (ARTICLE VI Elections-- Section F. 6. Certification of Election b.)

- a. State Quadrennial Convention Delegate Election results shall be certified to the District Chair by the Chair of the CTC. The certified results shall be signed by the CTC. The District Chair shall certify the election results of State Quadrennial Convention Delegates and Alternates to the Chair of the Republican Party of Arizona within three (3) days following the election.

**ARTICLE X – SERVICEABILITY**

In the event that any of the terms or provisions of the Bylaws are held to be partially or wholly invalid or unenforceable for any reason whatsoever, such holding shall not affect, alter, modify or impair any of the other terms or provisions of such documents or remaining portions of any terms or provisions held to be partially invalid or unenforceable.

**ARTICLE XI – CURRENT BYLAWS CERTIFICATE**

These District Bylaws were ratified by vote of the District Precinct Committeemen on

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\_\_\_\_\_

Signature of District Chair

\_\_\_\_\_

Signature of District Secretary