



Republican Central Committee Bylaws

El Paso County, Colorado

Revised February 1, 2020

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Change History

Summary of Change History

Amended February 1, 2020

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Adopted pursuant to Section 1-3-103 (9) CRS, and Article XVI of the Bylaws of the Colorado Republican State Central Committee (“CRC Bylaws”).

Article I: Purpose

Section 1.01

Recognizing the fundamental principles of the Republican party as reflected in the State and National Platforms, the primary purpose of this organization shall be to elect Republican candidates to office, to achieve the objectives of the Republican Party at National and State levels, and to perform the functions set forth in the election laws of the State of Colorado for county central committees. [Source: CRC Bylaws II].

Section 1.02

To provide an organization for the election of Republican candidates to local, state, and national office.

Section 1.03

To perform the functions and carry out the activities of the El Paso County Republican Party (EPCRP), in El Paso County, Colorado. This includes but is not limited to the Colorado Springs metro area.

Article II: Policy

Section 2.01 State Law

The laws of the State of Colorado applicable to party organization and party central committees are incorporated by reference and shall supersede any provision of these Bylaws which is in conflict. [Source: Section 1-3-103 (9), CRS].

Section 2.02 Gender

All reference to male includes the female, and the masculine pronoun includes the feminine.

Section 2.03 Primary Contests

- A. No candidate for any designation or nomination for partisan public office shall be endorsed, supported, or opposed by the El Paso County Republican Central Committee, acting as an entity, or its elected officers individually or as a group, or any committee, acting as an entity, before the Primary Election, unless such candidate is unopposed in the Primary Election. The elected officers shall supervise staff to prevent the appearance these provisions are being violated. [Source: CRS Bylaws III C].
- B. Prior to the primary, Senate, House, and Commissioner district chairs shall not use their title as district chair to endorse, support, or oppose any Republican candidate for the district for which they are chair, unless such candidate is unopposed in the Republican primary.
- C. While chairing any meeting occurring prior to the primary, no individual shall endorse, support, or oppose any Republican candidate unless such candidate is unopposed in the Republican primary. Such individual may temporarily relinquish the chair in order to

make such a statement. This provision applies to all Republican meetings of any type, including district, division, and committee meetings and precinct caucuses.

Section 2.04 Non-Partisan Races

In nonpartisan political races within El Paso County for which more than one Republican is a candidate, The El Paso County Republican Central Committee, acting as an entity, or its elected officers individually or as group, or any committee acting as an entity shall not endorse one Republican candidate over another.

Article III: Membership

Section 3.01 Composition

All of the precinct leaders of the Republican Party of El Paso County, the Republican county officers elected pursuant to Section 6.01 of these Bylaws, together with the Chairman, ViceChairman and Secretary of the State Senatorial and Representative Districts, and the Chairman and Vice-Chairman and Secretary of the County Commissioner Districts, the elected County Public Officials, the Bonus Members, the Division Leaders of the Representative Districts, the District Attorney, and any United States Senators and United States Representatives and elected State Public Officials, who are members of the Republican Party and who reside within El Paso County, shall constitute the membership of the El Paso County Republican Central Committee. Multiple offices shall not entitle a person to more than one vote, except for proxies pursuant to Article 5, Section 5.02. All of the above not otherwise specifically included in the Central Committee by statute shall be "District Captains" for purposes of compliance with state statute. [Source: Section 1-3-103, CRS and CRC Bylaws XVI (3)].

Section 3.02 Notice

If members provide e-mail addresses or facsimile numbers to the Republican county officers or their designees, all notices required under these Bylaws for meetings may be given by e-mail or facsimile. Central Committee members and Republican candidates for partisan office may request and receive the e-mail addresses of other Central Committee members for purpose of official Party business and communications, provided the individual agrees not to disclose the addresses to third parties and subject to any data privacy policies and rules established by the Executive Committee. The Executive Committee shall adopt rules and policies regarding data privacy and govern the release of data, including but not limited to, contact information, e-mail addresses, and data from the Colorado Republican Party and Republican National Committee.

Article IV: Meetings of the El Paso County Republican Central Committee

Section 4.01 Call of Meetings

- A. Call of the meetings of the Central Committee shall be in writing, and mailed to the last address of each member on file at the office of the Committee. The mailing shall be made no fewer than fifteen (15) days before the date of the meeting.
- B. The call shall state the time and place of the meeting and the business to be conducted, provided the business of the meeting shall not be limited to matters stated in the call unless the call is for a special meeting.

Section 4.02 Time and Place of Meetings

- A. The organizational meeting shall be held between the first day of February and the fifteenth day of February of the odd-numbered years. [Source: CRS 1-3-103].
- B. Other meetings, either regular or special, shall be held either at such time and place as may be designated by the Central Committee, upon the call of the Chairman, or in the event of his absence or inability to act, upon the call of the Vice-Chairman.
- C. It shall be the duty of the Chairman to call a meeting of the Central Committee upon the written request of one-fourth (1/4) of the membership or upon the written request of a majority of the members of the Executive Committee. The notice of such meeting shall be mailed within ten (10) days after the receipt of the request and the meeting shall be held between fifteen (15) and twenty (20) days after the date such notice is mailed. If the Chairman fails to call such a meeting as provided herein, the Central Committee members or the Executive Committee members who requested the meeting may authorize one of their members to issue the call at the expense of the Central Committee.
- D. No Central Committee meeting or assembly shall be convened for any senatorial, representative, or commissioner district while a district with overlapping boundaries is in session.

Section 4.03 Quorum

A quorum for any meeting of the Central Committee shall be those members present or represented by proxy.

Article V: Voting

Section 5.01 Method

- A. Officers shall be elected individually and by majority vote using a secret ballot, unless there is only one nominee for the office. In that case, election shall be by voice vote.
- B. If more than two (2) persons are nominated for an office, and after three (3) ballots no nominee has received majority vote, then, unless one or more nominees have withdrawn during or following this balloting, the nominee receiving the least votes on the last of the three (3) ballots shall be dropped from all subsequent ballots, unless one or more nominees withdraw following such ballot. Balloting shall continue in this manner until the majority vote is cast for one nominee.
- C. In cases other than the election of officers, the Chair may rule that voting shall be by a particular voting method and such rule shall stand unless a Committee member shall by motion propose another method and such motion shall carry.

Section 5.02 Proxies

- A. Any member of the Central Committee who desires to attend any meeting of the Committee by proxy shall designate his proxy on a written form which shall be dated, signed, witnessed, and submitted to the Chairman of the Central Committee not later than the convening of the meeting to which the proxy applies.
- B. The proxy shall apply only to a single meeting.
- C. The individual designated to vote the proxy shall be a Republican elector; shall reside

in the same constituency as the individual giving the proxy represents, and may vote only if the individual giving the proxy is absent at the time of the vote. For example, a bonus member may give his proxy to any Republican elector in the county while a precinct leader may only give his proxy to a Republican elector within his precinct. The proxy of a member absent at roll call shall be submitted before the meeting is called to order. This requirement may be waived by the Central Committee in special circumstances. The proxy of a member present at roll call who subsequently leaves the meeting may be submitted at any time during the meeting, but the proxy may be voted on a particular ballot only if submitted before the voting commences on that ballot.

- D. Any member of the Central Committee shall have the right to examine the proxies prior to any particular vote.
- E. At the discretion of the credentials committee, check-in procedures may be substituted for the roll calls required by this section.

Article VI: Officers

Section 6.01 Composition

- A. The elected officers of the Central Committee shall be a Chairman, Vice-Chairman, and Secretary [Source: CRS1-3-103 (1) (c)].
- B. The officers of the Central Committee must be registered Republican electors and residents of the State of Colorado for one (1) year as shown by the registration records.
- C. The elected officers of the Central Committee shall serve for a two (2) year term following the organizational meeting and until their successors are elected and qualified.
- D. The Chairman shall appoint a Treasurer who shall be a registered Republican and who shall be approved by the Executive Committee. The Treasurer may be removed by a 2/3 vote of the Executive Committee.

Section 6.02 Duties

A. Chairman

- 1. The Chairman shall be the chief executive officer of the Central Committee. The Chairman shall issue the call and preside at all meetings of the Committee and shall observe and enforce the rules and regulations prescribed by the Committee.
- 2. The Chairman shall be the custodian of all the funds, books, papers, records, and proceeding of the Central Committee, Assembly, or Convention, and, in conjunction with the Treasurer, shall prepare the written financial statement provided for in Section 6.02D.
- 3. The Chairman shall have the power to appoint subordinate staff members as necessary.
- 4. The Chairman shall be responsible for seeing that arrangements are made for the Republican County Assembly and Convention. Upon convening of any such assembly or convention, the Chairman shall call the meeting to order at the place and on the date designated by the Committee in its call. He shall preside over its deliberations until a Chairman of the Assembly or Convention shall have been chosen. Nothing contained herein shall prohibit the Chairman from serving as Chairman of the Assembly or Convention.
- 5. The Chairman shall appoint an Audit Committee which shall report to the Central

Committee at least every two (2) years as required by section 7.02. The Chairman may appoint such other working committees as are necessary in his judgment.

6. If the Vice-Chairman or Secretary should die, resign, or be permanently absent from the county, the Chairman shall appoint a Vice-Chairman or Secretary to act until the next organizational meeting of the Central Committee when the vacancy shall be filled by such Committee.
7. Immediately following the organizational meeting of the County Central Committee, the Chairman shall instruct the Secretary to provide the Colorado Secretary of State and the Colorado Republican Central Committee Chairman with a list of the officers elected in El Paso County and the membership of the vacancy committee selected with their post office addresses, zip codes, and telephone numbers. [Source: Section 1-3-103 (7) CRS and CRC Bylaws XVI (B) (1)].
8. Immediately following the El Paso County Assembly and the appropriate district senatorial, representative, and judicial assemblies, the Chairman shall provide a list of all candidates in his county with their post office addresses, zip codes, and telephone numbers to the Chairman of the Colorado Republican Central Committee. [Source: CRS 1-3-103 (7) and CRC Bylaws XVI (B) (2)].
9. Immediately following the El Paso County Assembly and Convention, the Chairman shall provide a written list authenticating all delegates and alternates elected by El Paso County to the State, and any congressional, judicial, senatorial, or representative assembly or to the state or any congressional convention specifying the numerical order in which alternates were elected. The Chairman shall mail such lists to the Colorado Republican Central Committee Chairman and to appropriate district Chairman immediately after the county Assembly and Convention. [Source: CRC Bylaws XVI (B) (4)].
10. A list of precinct leaders ratified at the County Assembly shall be furnished to the Colorado Republican Central Committee Chairman within ten (10) days of the Assembly. [Source: CRC Bylaws XVI (B) (4)].
11. The Chairman shall submit a budget for his term of office to the Executive Committee on or before May 15, following his election. This budget shall be revised and resubmitted at successive Executive Committee meetings held no more than 60 days after the prior meeting until approved.
12. The Chairman shall create election divisions within El Paso County which shall be based on the boundaries of the Colorado Representatives Districts in the County and which shall be divided so as to provide approximately the same number of precincts in each division. Changes in the election divisions will be made by the county Chairman upon the advice and recommendation of the county Vice-Chairman and the Chairman of the Representative district. Prior to the division meetings as provided for in section 9.01 (E), the county Chairman shall apportion to each election division, the number of delegates to be selected for election to higher assemblies and conventions. The delegate apportionment method shall adhere to the El Paso County Republican Party Standing Rule. Prior to division meeting, the county Chairman shall obtain approval of the Central Committee or Executive Committee for the system he will use to apportion delegates among the several election divisions.
13. The Chairman shall file the Central Committee Bylaws and any amendments thereto with the CRC. [Source: CRC Bylaws XVI (1)].

B. Vice-Chairman

1. The Vice-Chairman shall exercise the functions of the Chairman during his temporary absence, during his temporary inability to act, or at the request of the Chairman.
2. The Vice-Chairman shall perform such other duties as shall be prescribed by the Chairman.

C. Secretary

1. The Secretary shall be the chief clerical officer of the Central Committee and shall make a complete record of all the proceedings of said Committee.
2. The Secretary shall perform such other duties as may be prescribed by the Chairman.
3. The Secretary shall attest all calls for meetings of the Central Committee, County Assembly, or Convention.
4. The Secretary shall prepare and act in readiness, upon the convening of any County Assembly or Convention, a temporary roll of the delegates entitled to participate which has been prepared from the credentials of the uncontested delegates placed upon the temporary roll by the Central Committee.
5. The Secretary shall act as Secretary upon the convening of any County Assembly or Convention until a permanent Secretary of the Assembly or Convention is chosen.
6. The Secretary shall be responsible for making and preserving a complete record of all proceeding at the County Assembly or Convention and for delivering these records to the Chairman.
7. The Secretary shall then prepare and have authenticated all credentials for delegates and certificates of designation that shall be made by any County Assembly or Convention.
8. In the event of an emergency and in the absence of the Chairman and Vice-Chairman, the Secretary may call a meeting of the Central Committee.
9. In the event the Treasurer should die, resign, be permanently absent from El Paso County, or otherwise fail to serve, the Secretary shall automatically succeed to the powers and duties of the Treasurer until the vacancy is filled as provided for in Section 6.05.
10. The Secretary shall make available the complete results of the bonus member election within two business days of the election.

D. Treasurer

1. The Treasurer shall perform such duties as are prescribed by the Chairman.
2. The Treasurer shall file with the appropriate authorities all statements and reports required by Colorado and Federal law.
3. The Treasurer shall comply with all other applicable Colorado and Federal laws.
4. The Treasurer, in conjunction with the Chairman, shall prepare a written financial statement for the Executive Committee at its regular meetings reflecting the income and expenditures since the preceding report. This report and all reports filed with local and state governments shall be available for inspection to members of the Executive Committee and the Central Committee.

Section 6.03 Election

The Chairman, Vice-Chairman, and Secretary shall be elected by a majority of the votes cast by those present and voting at the organizational meeting of the Central Committee. The newly elected officers shall assume office immediately following the adjournment of the Central Committee meeting at which they are elected. [Source: CRS 1-3-103 and CRC Bylaws V(1), VI(2), VII(1)].

Section 6.04 Removal

- A. Any elected officer of the Central Committee may be removed from office any time for whatever cause the Central Committee may deem sufficient by a vote of two-thirds (2/3) of those present at a meeting of the Central Committee at a meeting called for that purpose.
- B. Written notice giving the time, place, and purpose of this meeting shall be mailed to each member of the Central Committee at least fifteen (15) days before any such meeting is held.
- C. The officer or officers shall have at least fifteen (15) days' notice in writing of the time, place, and purpose before any such meeting is held.
- D. The action of the Central Committee shall be final [Source: CRC Bylaws V (3)].

Section 6.05 Vacancies

- A. A vacancy in an office shall exist in the event of an officer's ineligibility to hold office, death, resignation, removal, permanent absence from El Paso County, or permanent disability. Resignations are effective upon receipt by the Secretary or, in the case of a resignation by the Secretary, by the El Paso County Republican Central Committee Chairman.
- B. Upon the vacancy in the office of Chairman, the Vice-Chairman shall automatically succeed to all powers and duties of the Chairman as Acting Chairman and shall immediately call one of the following meetings:
 1. In the event the Vice-Chairman has been duly elected by the Central Committee and wishes to stand for the office of Chairman, the ViceChairman shall call a meeting of the Executive Committee to be held within 14 days. The Executive Committee may, by a 2/3 vote of those present and voting, determine that the Vice-Chairman shall complete the departing Chairman's term. Absent such vote, the Vice-Chairman shall call a meeting of the Central Committee within 14 days to elect a Chairman. The Central Committee meeting shall be held within 30 days of the Executive Committee meeting.
 2. In the event the Vice-Chairman was not elected by the Central Committee or does not wish to stand for the office of Chairman, the Vice-Chairman shall call a meeting of the Central Committee within 14 days to elect a Chairman and Vice-Chairman. The Central Committee meeting shall be held within 30 days of the vacancy in the office of Chairman. The decision of the Central Committee is final.
- C. Upon the vacancy in both the office of Chairman and Vice-Chairman, the Secretary shall automatically succeed to all powers and duties of the Chairman as Acting Chairman and shall immediately call one of the following meetings:
 1. In the event the Secretary has been duly elected by the Central Committee and wishes to stand for the office of Chairman, the Secretary shall call a meeting of the Executive Committee to be held within 14 days. The Executive Committee may, by a 2/3 vote of those present and voting, determine that the Secretary shall complete

the departing Chairman's term. Absent such vote, the Secretary shall call a meeting of the Central Committee within 14 days to elect a Chairman and Vice-Chairman. The Central Committee meeting shall be held within 30 days of the Executive Committee meeting.

2. In the event the Secretary was not elected by the Central Committee or does not wish to stand for the office of Chairman, the Secretary shall call a meeting of the Central Committee within 14 days to elect a Chairman and Vice-Chairman. The Central Committee meeting shall be held within 30 days of the vacancy in the office of Chairman. The decision of the Central Committee is final.
- D. Vacancies in the offices of Vice-Chairman or Secretary shall be filled as provided in Section 6.02 (A) (7).
- E. Vacancies occurring in the office of Treasurer or in any other appointed office shall be filled in the same manner as the appointment was originally made. [Source: CRC Bylaws V (4) (c)].
- F. Vacancies in the position of "bonus member" to the State Republican Central Committee shall be filled by the County Vacancy committee pursuant to the procedures in section 7.04D(3). The Executive Committee shall decide by majority vote whether sufficient evidence of a vacancy exists. If the County Chairman believes "bonus member" should be removed for cause (public support for a candidate opposing the Republican nominee in a general election or malfeasance or misfeasance on the part of the "bonus member"), the procedure to be followed shall be the same procedure outlined in Section 8.03H in the case of the removal of a precinct leader.

Article VII: Committees

Section 7.01 Executive

A. Policy

1. The Central Committee shall select an Executive Committee at its organizational meeting which shall exercise any and all powers conferred upon the Central Committee.
2. The Executive Committee shall be governed by these Bylaws except that (a) all members of the Executive shall be voting members whether or not they are voting members of the Central Committee; (b) proxy voting shall not be permitted; and (c) a quorum shall consist of one-third (1/3) of the Executive Committee members, unless otherwise required by law or these Bylaws.
3. The Executive Committee shall guide and assist the officers and perform such other duties as are specified in these Bylaws. None of its acts shall conflict with acts taken by the Central Committee.
4. Without the affirmative vote of 60% of those present and voting at a meeting of the Executive Committee, the Officers shall not enter into contract or obligation which obligates the Central Committee beyond the end of the Elected Officers' term unless such obligation can be cancelled upon no more than 60 days' notice by the subsequently elected officers.

B. Membership

The Executive Committee shall consist of the following:

1. Central Committee Officers: Chairman, Vice-Chairman, and Secretary.
2. The Treasurer shall be a non-voting member.

3. Chairman of each congressional, senatorial, representative, commissioner, or judicial district, wholly or partly within El Paso County; provided, however, that if the Chairman is an elector of a county other than El Paso, the Vice-Chairman shall be designated a member of the Executive Committee; provided, however, if the Vice-Chairman also resides in a county other than El Paso, the El Paso County elector designated by the district shall be a member of the Executive Committee. In the event that the Chairman of a Commissioner District, House District or Senate District cannot attend an Executive Committee Meeting, the Vice-Chairman of the District may vote in his or her stead at the Executive Committee Meeting, except where the Vice-Chairman of a multi-county district is not an El Paso County elector.
4. Bonus members to the Colorado State Republican Central Committee. Bonus members shall assume office immediately following adjournment of the Central Committee meeting at which they are elected. [Source: Section 1-3-103 (2), CRS and CRC Bylaws IV (a) (7) (a)].
5. One El Paso County Republican office-holder duly elected by the El Paso County Republican office-holders (for the purpose of this paragraph "County office holders" shall be the County Commissioners, Treasurer, Assessor, Sheriff, Clerk and Recorder, Surveyor, Coroner and District Attorney).
6. One Republican Representative from El Paso County to the Colorado House of Representatives duly elected by the Republican representatives elected from El Paso County.
7. One Republican State Senator representing El Paso County in the Colorado Senate and duly elected by the Republican Senators from El Paso County.
8. Each El Paso County Republican Auxiliary either recognized by the Republican National Committee or otherwise affiliated with the local party shall have the right to designate one Representative to the Executive Committee as a non-voting member. These representatives shall serve as liaisons between EPCR and their respective organizations.

C. Duties

The Executive Committee shall meet at least every other month. The call of executive committee meetings shall follow the rules provided for in Article IV. Members of the Executive Committee may propose items for the agenda provided that the County Chairman receives, in writing, said items at least ten (10) days before the meeting. The agenda shall be available for review at least seven days (7) days prior to the meeting.

1. The Chairman may call an emergency meeting of the Executive Committee provided he gives seven (7) days notice. The chairman must call an emergency meeting within seven (7) days when a majority of the Executive Committee requests, in writing, a meeting of the Executive Committee.
2. The Executive Committee shall approve a budget as proposed by the county Chairman as provided for in Section 6.02A-12. If the proposed budget is not approved, the Chairman shall revise and resubmit the budget for approval.
3. The Executive Committee shall advise and assist the Chairman in fundraising activities.
4. The Executive Committee shall determine whether vacancies exist in the office of Chairman and the position of "bonus member" provided in Section 6.05 (A) and (E).
5. The Executive Committee shall remove leaders as provided for in Section 8.03 (F), (G), and (H).

6. The Executive Committee may make modifications in the Standing Rule that do not affect the allocation of delegates and alternates to higher assemblies.

Section 7.02 Audit Committees

An audit committee appointed by the Chairman shall report to the Central Committee at least once every two (2) years. The Audit Committee shall be composed of three (3) members, none of whom shall be a Republican county officer (as outlined in Section 6.01), and at least one (1) of whom shall be a certified public accountant. Appointments to the Audit Committee must be approved by the Executive Committee, and members thereof may be removed by a 2/3 vote of the Executive Committee. The Audit Committee shall examine the books and records and review the procedures of the Central Committee office before the organizational meeting and shall report at that meeting. It shall also examine the books, records, and procedures at any other time requested by the Executive Committee.

Section 7.03 Other Committees

Other committees may be appointed by the County Chairman as are necessary in his judgment.

Section 7.04 Vacancy Committee

The El Paso County Republican Vacancy Committee shall be elected at the organizational meeting of the Central Committee and shall contain at least three (3) members. The Vacancy Committee shall organize by electing a Chairman, Vice-Chairman, and Secretary.

- A. After consultation with any incumbent precinct leader and division leader, the members of the Vacancy Committee shall select a successor to fill any vacancy in the office of precinct leader. The person so selected shall meet the requirements of CRS 1-3-102. [Source: CRS 1-3-103 (1) (a)]. Within ten (10) days after the boundaries of an existing precinct are changed or a new precinct is created, the members of the Vacancy Committee shall select the person to fill the vacancies for precinct leaders. [Source: Section 1-3-102 (1) (b), CRS].
- B. The Central Committee Vacancy Committee shall fill all vacancies:
 - (1) In the position of “bonus members” to the CRC;
 - (2) In precinct leaders; and
 - (3) County Central Committee Officers, except as otherwise set forth in these Bylaws. The County Assembly Vacancy Committee shall fill all vacancies in designations to the Primary Election for the positions of county elected officials other than county commissioner, and in nominations to the general election for positions of county elected officials other than county commissioner.
- C. Unless otherwise approved by the Central Committee:
 - (1) the composition of the County Central Committee Vacancy Committee for purposes of filling vacancies in the position of precinct leaders, bonus members, and county central committee officers shall be the Executive Committee;
 - (2) the Executive Committee acting as Vacancy Committee shall delegate to the Chair, Vice-Chair and Secretary as a subcommittee to fill vacancies in precinct leaders positions; and
 - (3) Bonus Member vacancies shall be filled by the Chair appointing the eligible candidate who, at the most recent organizational meeting of the Central Committee, received the most votes aside from those already serving as bonus members. Unless otherwise approved by the County Assembly, the composition of the

County Assembly Vacancy Committee for purposes of filling vacancies in designations to Primary Election for the positions of county elected officials other than county commissioner, and in nominations to the General Election for positions of county elected officials other than county commissioner, shall be the Executive Committee of Central Committee.

- D. The County Chairman shall file a list of names, addresses, and telephone numbers of the members of all Vacancy Committees as provided by law with the Colorado Secretary of State and the CRC Chairman. [Source: Section 1-3-103 (7), CRS and CRC Bylaws XIV (3)].

Article VIII: Precinct Caucus Election

Section 8.01 Time and Place

Precinct caucuses shall be held on the date established by law at a private place in each precinct or at a public place in or proximate to each precinct determined by the county Central Committee and posted as required by law. [Colorado Election Laws 1-3-102 and 1-4-602 and CRC Bylaws XII (1)].

Section 8.02 Voting Member

Voting Members shall have been:

- A. Voting members and precinct leaders shall meet the requirements set forth by state statute. [Source: CRS 1-3-101 and CRS 1-3-102].

Section 8.03 Procedures

- A. Each caucus shall select a Chairman and Secretary, who shall serve as the caucus officers.
- B. Each caucus shall elect the number of delegates and alternates to the County Assembly and/or convention state in the call published by the Central Committee. Delegates and alternates to the county Assembly and/or Convention shall have been affiliated with the Republican Party for at least 90 days as shown on the records of the county clerk and recorder, except that any registered Republican elector who has attained the age of eighteen years within the 90 days immediately preceding such precinct caucus or who has become a naturalized citizen within the 90 days immediately preceding such precinct caucus. A plurality vote shall elect. A tie for the last available place shall be determined by lot. Cumulative voting (which allows an elector to give more than one (1) vote to a single candidate) shall not be permitted. [source: CRS 1-4-602 and CRC Bylaws XII (3)].
- C. Each caucus shall elect two precinct leaders. The two persons receiving the highest number of votes at the caucus for precinct leader shall be elected as the precinct leaders for the precinct. If two or more candidates for either precinct leader receive an equal and the second highest number of votes, or if three or more candidates receive an equal and the highest number of votes, the election shall be determined by lot by such candidates. [Source: CRS 1-3-102 (2) and CRC Bylaws XII (3)].
- D. All names of candidates for precinct leaders, delegates, and alternates shall be announced during the caucus and prior to the election for any of the positions. Voting shall be by secret ballot and all blank ballots shall be examined by the caucus officers in the presence of the voters before any votes are cast. The results of the elections shall be announced by the precinct officers in the presence of the voters.
- E. The results of the elections for precinct leaders, delegates, and alternates shall be certified to the County Assembly by the Chairman and Secretary of the precinct caucus. [Source: CRS

1-3-102 and CRC Bylaws XII (3)]. The persons elected as precinct leaders at the caucus shall assume the office immediately following the caucus upon certification to the County Chairman by the Caucus Chairman and Caucus Secretary.

- F. It is expected that the results of the precinct caucus are to be returned to County Headquarters or to the County Chairman by 6:00 p.m. on the day after the caucus. The County Chairman may authorize that precinct results may be returned electronically.
- G. Causes for removal of an elected leader from office shall include, but not be limited to the following:
 - 1. In case of removal by the credentials committee at the County Assembly, the person does not meet the qualification for precinct leader.
 - 2. The person has moved from the precinct or has changed party affiliation.
 - 3. Reasons stated in State Election Laws.
 - 4. Public support for any candidate opposing the Republican nominee in a general election.
 - 5. Holding a fraudulent caucus and/or fraudulently reporting actions of a caucus by a precinct leader.
 - 6. The Chairman believed there is malfeasance or misfeasance on the part of a precinct leader.
- H. In the event that a precinct leader is to be removed for cause, such removal shall follow the procedure outlined below:
 - 1. The Chairman shall appoint a five-member panel to act upon a specific request to remove a precinct leader for cause. Cause should be specifically outlined in writing.
 - 2. The five-member panel shall consist of one Central Committee officer, one House District Chairman, one division leader, and two precinct leaders.
 - 3. A reasonable amount of time not to exceed thirty (30) days from the date notice is received shall be offered to the precinct leader to respond to the complaint.
 - 4. A due process hearing shall be provided. The right of the precinct leader to respond to charges shall be assured. The right of the interested parties to present information concerning the basis for removal shall be allowed.
 - 5. A majority vote of the panel shall be required to recommend removal of the precinct leader.
 - 6. The Executive Committee must act upon the recommendation of the panel and affirm the recommendation by $\frac{3}{4}$ vote.
 - 7. The office of the Precinct Leader becomes vacant following the vote of the Executive Committee to remove the leader. [Source: CRS 1-3-102 (2) (d)]
- I. In the case of the removal of the Precinct Leader for having moved from the precinct or having changed party affiliation, as verified by the County Clerk and Recorder's official records, paragraph H above shall not apply and the Precinct Leader shall automatically be removed and the position shall be considered vacant.
- J. A Precinct Leader in El Paso County Colorado is the same as a precinct committee person (or precinct committee people) as defined in Title 1, Article 3 of the Colorado Revised Statutes (“**Political Party Organization**”) and Article XII, Section 3 of the Colorado Republican Party Bylaws (as amended on 3/3/07).

Article IX: Assemblies and Conventions

Section 9.01 County Assemblies and Conventions

- A. At least 1 month prior to precinct caucuses, the Chairman shall set a date range for division meetings, which shall be held no later than 7 days prior to the County Assembly. The Division Leaders shall set the date, time, and place for their respective division meetings within the date range set by the County Chairman.
- B. At the post-caucus division meetings, precinct leaders within each election division created by the Chair, as provided in Section 6.02A(12), shall fill, from among those County Assembly delegates and alternates chosen at the caucus, any additional delegate and alternate slots allotted to the division for the higher assemblies. They shall also rank the alternates to those same assemblies or conventions.
- C. No proxies will be allowed. Each Division Leader will certify delegate and alternate selections and rank to the County Chairman immediately following the division meeting.
- D. The County Assemblies and/or Conventions shall be held within the dates provided by state law at a time and place determined by the County Executive Committee.
- E. The Central Committee shall fix the number of delegates from each precinct authorized to vote at the County Assembly and/or Convention, after consideration is given to the number of delegates to be elected to higher assemblies and conventions. [Source: CRS 1-4-602 and CRC Bylaws XIII (2) (a)].
- F. The Chairman shall issue the call for the Assembly and/or Convention at least fifteen (15) days prior to the date of the precinct caucus. The call shall include, in addition to the time, place, and purpose, a statement of the number of delegates apportioned to each precinct as well as the number of delegates to be elected to the state and district assemblies and conventions. At the request of the Chairman of any district lying wholly within El Paso County, the call for the County Assembly and/or Convention shall include the call for the assembly of such district. [Source: CRC Bylaws XIII (2) (b)].
- G. The County Assembly and/or Convention shall elect from among its members all delegates and alternates to every state and congressional assembly and/or convention, and to any multi-county judicial, senatorial, or representative assembly. "Members" of the County Assembly and/or Convention shall mean all delegates and alternates to the County Assembly and/or Convention elected at the precinct caucuses, whether or not they are present and voting at the County Assembly and/or Convention, provided that an alternate may vote only when a delegate is absent. [Source: CRC Bylaws XIII (2) (c)].
- H. A delegate who moves from his precinct shall be ineligible to serve as a delegate from that precinct. [Source: Section 1-4-602, CRS and CRC Bylaws XIII (2) (C) (2)].
- I. The County Assembly shall ratify the list of precinct leaders. The Chairman and Secretary of the County Assembly shall file a certified list of the names and addresses, by precinct, of the persons elected as precinct leaders with the County Clerk and Recorder within 10 days after the date of the County Assembly. [Source: CRS 1-3-102 and CRC Bylaws XIII (2) (d)].

Section 9.02 All Other Assemblies

All other assemblies shall be held not later than 65 days before the primary election date.

[Source: Section 1-4-601, CRS and CRC Bylaws XIII (4)].

- A. The delegates elected at the precinct caucuses as delegates to the County Assembly shall serve also as delegates to their respective commission, senatorial, and representative assemblies.
- B. All delegates to district assemblies and/or conventions shall reside within the district, and a delegate who moves from the district shall become ineligible to serve as a delegate to such district assembly and/or convention. A delegate who moves from the County shall become ineligible to serve as a delegate from the County. [Source: CRC Bylaws XIII (4)].
- C. No Central Committee meeting or assembly shall be convened for any senatorial, representative, or commissioner district while a district with overlapping boundaries is in session.

Section 9.03 Voting at Assemblies and Conventions

- A. The Assembly shall take only one ballot upon candidates for each office within the jurisdiction of the Assembly to be filled at the ensuing general election. Every candidate receiving thirty (30) percent or more of the votes of the duly accredited delegates to the Assembly shall be designated for nomination on the primary election ballot. Such designation shall be certified by affidavit of the presiding officer and Secretary of the Assembly. [Source: CRS 1-4-601 (2)].
- B. Each candidate designated by the Assembly shall file his written acceptance with the officers with whom his certificate of designation is filed within ten (10) days after the adjournment of the Assembly. If an acceptance is not filed within the specified time the candidate shall be deemed to have declined the designation. [Source: CRS 1-4-601 (3)].
- C. No proxies shall be allowed or recognized in any Assembly or Convention. Any vacancy among delegates shall be filled by an alternate, selected from the list of alternates by numerical order, beginning with the first alternate. [Source: CRC Bylaw XIII (6) (a)].
- D. What is commonly known as the “unit rule”, by which the entire vote of a delegation is cast according to the majority within that delegations, shall not be enforced or adhered to. Cumulative voting (which allows a delegate to give more than one vote to single candidate) shall not be permitted. [Source: CRC Bylaws XIII (6) (b)].
- E. Before any resolution may be considered by the County Assembly or Convention, it shall be referred to the resolutions committee of such body. All resolutions to be proposed shall be filed with the Central Committee Chairman at least (7) seven days prior to the assembly or convention convenes unless the assembly or convention extends the time for filing such resolutions.

Section 9.04 Delegate Contests

Any challenge to a delegate or alternate shall be submitted in writing to the County Chairman with seventy-two (72) hours after the caucus. The Credentials Committee may, in its discretion, consider challenges submitted later for good cause. [Source: CRC Bylaws XV (2) (f)]

Section 9.05 Quorum

The quorum at any county assembly and/or convention shall consist of those delegates

present.

Section 9.06 Powers

From the convening of the County Assembly and/or Convention until its final adjournment, it shall have the power to adopt rules governing the County Assembly and/or Convention and its committees and the power to determine controversies relating to the regularity of the party organization.

Section 9.07 Temporary Rules

The rules of the last County Assembly and/or convention shall be the temporary rules of the next county Assembly and/or Convention and its committees.

Article X: Division Leaders

Section 10.01 Duties

The office of Division Leader is hereby established for the purpose of acting as a liaison between the County Chairman and the precinct leaders. The County Chairman shall prepare a description of the functions and duties of Division Leaders, and shall designate the precincts for which each Division Leader has liaison responsibilities, after consultation with the affected House District Officers.

Section 10.02 Election

Division Leaders shall be elected at the Central Committee organization meeting of each house district. A person need not be an officer of the House District Central Committee or a Precinct Leader in order to be eligible to serve as a division leader. Division leaders shall be elected by a majority of those precinct leaders in each division who are present and voting at each House District Central Committee organization meeting, In the event of a tie, the election will be determined by lot. Vacancies shall be filled as provided in Section 10.05.

Section 10.03 Term

Once elected, Division Leaders shall continue to serve until the next organizational meeting of the House District Central Committee, or until they resign, are removed as provided in Section 10.04, or due to reapportionment in accordance with Article XII.

Section 10.04 Procedures for Removal

- A. Causes for removal of an elected Division Leader from office shall include, but not be limited to the following:
1. In case of removal by the credentials committee at the County Assembly, the person does not meet the qualification for Division Leader.
 2. The person has moved from the division or has changed party affiliation.
 3. Reasons stated in State Election Laws.
 4. Public support for any candidate opposing the Republican nominee in a general election.
 5. Holding a fraudulent caucus and/or fraudulently reporting actions of a caucus by a Division Leader.
 6. The Chairman believed there is malfeasance or misfeasance on the part of a Division Leader.
 7. If, in the judgment of the County Chairman following consultation with the

appropriate House District Chairman, a Division Leader is not performing functions and duties.

- B. In the event ~~that~~ a Division Leader is removed for cause, such removal shall follow the procedure outlined below:
1. The Chairman shall appoint a five-member panel to act upon a specific request to remove a Division Leader for cause. Cause should be specifically outlined in writing.
 2. The five-member panel shall consist of one Central Committee officer, one House District Chairman, one Division Leader, and two Precinct Leaders.
 3. A reasonable amount of time not to exceed thirty (30) days from the date notice is received shall be offered to the Division Leader to respond to the complaint.
 4. A due process hearing shall be provided. The right of the Division Leader to respond to charges shall be assured. The right of interested parties to present information concerning the basis for removal shall be allowed.
 5. A majority vote of the panel shall be required to recommend removal of the Division Leader.
 6. The Executive Committee must act upon the recommendation of the panel and affirm the recommendation by a $\frac{3}{4}$ vote.
 7. The office of the Division Leader becomes vacant following the vote of the Executive Committee to remove the Division Leader. [Source: CRS 1-3-102 (2) (d)]. In the case of removal of the Division Leader for having moved from the Division or having changed party affiliation, the above procedure shall not apply and the Executive Committee may, by a majority vote, remove the Division Leader. The office of the Division Leader becomes vacant following the vote of the Executive Committee to remove the Division Leader.

Section 10.05 Vacancy and Replacement

- A. The Vacancy Committee, for the purpose of filling a Division Leader vacancy, shall consist of the precinct leaders residing within the division.
- B. After it has been determined that a vacancy exists, the House District Chairman shall issue a call and preside over a meeting of precinct leaders within that division who shall elect a new Division Leader to serve the unexpired term. The call shall be sent within thirty (30) days after the vacancy and an election held no earlier than ten (10) days or later than thirty (30) days after the call.

Article XI: Bonus Members

Section 11.01 Composition

The number of Bonus Members will be determined in accordance with CRC Bylaws Section IV (1) (a) (7). The Bonus Members must be comprised of 50% men and 50% women.

Candidates for Bonus Member must meet the eligibility requirements of Article 6.01 herein.

Section 11.03 Removal

- A. Causes for removal of a Bonus Member from office include, but shall not be limited to the following:
 1. The person has moved from the county or has changed party affiliation.
 2. Public support for any candidate opposing the Republican nominee in a general election.
 3. The Chairman believes there is malfeasance or misfeasance on the part of a

bonus member.

- B. In the event a Bonus Member is to be removed for cause, such removal shall follow the procedure outlined in Section 8.03, H.

Article XII: Reapportionment – Temporary Appointments

If reapportionment created vacancies in the office of Division Leader or in the offices of Chairman, Vice-Chairman or Secretary of any Representative or Senate District located entirely within El Paso County, the County Chairman may temporarily appoint Republican electors who reside in such Division or District to fill such vacancies. The appointed division leaders shall temporarily serve until the meeting of precinct leaders following the precinct caucuses as described in Section 9.01 A., at which time division leaders for those districts which have an appointed division leader will be elected by a majority of the precinct leaders present. The term of such elected division leaders shall be set forth in Section 10.03. Any appointed representative and senate district officers shall temporarily serve until a meeting of their respective central committees is called at which time new officers may be elected to replace the appointed officers. The elected officers shall serve until the next organizational meeting of their central committee or until their office becomes vacant by resignation or otherwise.

Article XIII: Amendment or Revision of Bylaws

Section 13.01

- A. These Bylaws may be amended at any Central Committee meeting by a two-thirds (2/3) vote of those present and voting, provided that the proposed amendment was submitted to the Bylaws Committee and mailed no less than fifteen (15) days before such meeting.
- B. For the purposes of complying with section A above, a statement that bylaw amendment(s) are being considered at the meeting and inclusion of the website address where the text of the proposed amendments is posted for review, shall be deemed to meet the notice requirements.
- C. If previous notice was not mailed by the date set in 13.01A, the unanimous consent of all Central Committee members present, in person or by proxy, must be obtained before an amendment to the Bylaws may be considered. [Source: CRC Bylaws XIX].
- D. If the source references to Colorado Election Code or CRC Bylaws change, the reference notations herein may be amended by a majority vote of the Executive Committee.
- E. The Executive Committee, with 100% vote of those present and voting at a regularly called meeting of the Executive Committee, may make non-substantive changes to the bylaws to correct grammar, numbering and to correct the name of the organization to the El Paso County Republican Central Committee.

Article XIV: Parliamentary Authority

Robert's Rules of Order, Newly Revised shall govern the Central Committee whenever they are applicable and not inconsistent with the Colorado Election Code, the State Bylaws of these Bylaws. [Source: CRC Bylaws XVIII].

Article XV: Severability

Any section or article hereof determined to be in conflict with any law, rule, or regulation, and invalid or unenforceable by reason thereof, shall be deemed to be severable from any and all other sections and articles and such determination of invalidity or unenforceability shall not affect the remaining sections and articles of these Bylaws.

Change History

Approved by the El Paso County Republican Central Committee on the **11th day of January 1986**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **7th day of March, 1992**,

at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **10th day of February, 1997**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **31st day of January, 1998**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **12th day of February, 2000**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **5th day of February, 2005**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **3rd day of February, 2007**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **7th day of February, 2009**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **21st day of November, 2009**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **21st day of January, 2012**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **9th day of February, 2013**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **18th day of January, 2014**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **23rd day of January, 2016**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Executive Committee on the **8th day of November, 2017**, at Colorado Springs, Colorado.

Amended by the El Paso County Republican Central Committee on the **1st day of February, 2020** at Colorado Springs, Colorado.