

WASHINGTON COUNTY REPUBLICAN PARTY EXECUTIVE COMMITTEE BY-LAWS

ARTICLE I NAME

Section 1. The name of this organization shall be “Washington County Republican Party Executive Committee”, herein after referred to as the “Executive Committee”.

ARTICLE II PURPOSE

Section 1. The purpose of the Executive Committee is to:

- a. Establish the general policy of the Washington County Republican Party, subject to direction by the biennial Washington County Convention.
- b. Represent the Washington County Republican Party, the State of Texas, and the United States of America articulating the Republican Party’s candidates; and
- c. Cooperate to promulgate programs initiated by the Republican Party of Texas, including but not limited to:
 1. conducting a Republican Primary in as many election precincts within Washington County as practicable and, in any event, holding a consolidated precinct in each County Commissioner’s precinct in Washington County, and
 2. organizing a coordinated effort preceding each general election to publicize the Republican Party’s candidates, and
 3. promoting an informed public through education and activities.

Section 2. The Executive Committee is charged with the responsibility of observing all laws of the State of Texas and the United States of America in fulfilling the purposes stated in this Article.

The Washington County Republican Executive Committee is established under Subchapter B, Chapter 171, Texas Election Code to perform certain public functions with regard to nominating by primary election candidates for public office. To be entitled to a place on the General Election ballot, Republican candidates must be nominated at a primary election held in accordance with

the Texas Election Code. Section 172.001, Elec. Code. Party rules adopted by a political party must be consistent with state law. Section 163.003, Elec. Code. To the extent any rules adopted by the Republican Party of Texas are inconsistent with state law, the Washington County Republican Executive Committee will conduct all primary elections in accordance with state law to ensure the eligibility of its nominees to be elected to public office.

ARTICLE III MEMBERS

Section 1. The voting members of the Executive Committee shall be the County Chairman and the Precinct Chairman. Officers and Committee Chairman who are not Precinct Chairman may serve as non-voting ex-officio members of the Executive Committee.

Section 2. To qualify to hold office of County Chairman, a candidate must be a qualified voter residing within the bounds of Washington County and cannot be a candidate for or holder of an elective Federal, State, or County office in accordance with Section 161.005 of the Texas Election Code. This does not prevent candidates for or holders of local non-partisan offices such as city councilman or school board member from holding this office.

Section 3. To qualify to hold the office of Precinct Chairman, a candidate must be a qualified voter residing within the bounds of the precinct represented and must not be a candidate for or holder of an elective Federal, State, or County office in accordance with Section 161.005 of the Texas Election Code. This does not prevent candidates for or holders of local non-partisan offices such as city councilman or school board member from holding this office.

Section 4. The term of office for County Chairman and Precinct Chairman shall be for two (2) years commencing on the twentieth (20th) day after the runoff primary election day as provided for in Section 171.022 of the Texas Election Code.

Section 5. Any vacancy in the office of County Chairman or Precinct Chairman is to be filled by a vote of the Executive Committee. A majority of the Executive Committee members must participate in filling a vacancy, and the person selected must receive a majority of the votes cast by members

participating in the election as provided for in Section 171.024(b)(c) of the Texas Election Code.

Section 6. Non-voting ex-officio members may be approved by the Executive Committee.

- a. The Republican Club of Washington County President shall be a non-voting ex-officio member.
- b. Previous Washington County Chairs shall be a non-voting ex-officio member.
- c. Washington County Republican Women (WCRW) President shall be a non-voting ex-officio member.
- d. A Blinn College Representative shall be a non-voting ex-officio member.
- e. Other non-voting members may be approved by majority vote of the Executive Committee.

ARTICLE IV OFFICERS

Section 1. Officers of the Executive Committee shall be the County Chairman, the County Vice-Chairman, Treasurer, Secretary, and Parliamentarian.

- a. The County Chairman shall appoint the Treasurer immediately upon assuming office.
- b. The County Vice-Chairman shall be appointed by the County Chairman, and in no case shall the office of Vice-Chairman be vacant more than ninety (90) days. If the office of Vice-Chairman is vacant more than ninety (90) days then the position shall be filled by a majority vote of a quorum of the Executive Committee.
- c. The Secretary shall be elected by a majority vote of a quorum of the Executive Committee within thirty (30) days following commencement of the term of office.

Section 2. The County Chairman may appoint an Election Coordinator. The Executive Committee must confirm the appointment of an Election Coordinator. The term of appointment shall be stated in the appointment but may be no longer than the current term of the County Chairman.

Section 3. The term of office for the officers shall be concurrent with that of the Executive Committee, except in the event of a vacancy in the office of

County Chairman, the appointive officers shall serve only until the election of a new County Chairman.

Section 4. A vacancy in the office of the County Chairman shall be filled in accordance with provisions set forth in Section 171.025 of the Texas Election Code. A vacancy in the office of Secretary shall be filled by the Executive Committee at the next regular meeting of the Executive Committee following notice of the vacancy, or at a special meeting called for that purpose. A vacancy in the office of Vice-Chairman shall be filled within ninety (90) days of vacancy.

Section 5. Duties of officers shall be those prescribed by the Parliamentary Authority, by the Rules of the Republican Party of Texas, by state or federal law, and by these by-laws as listed below:

a. **County Chairman.** The County Chairman shall be the Executive Committee's presiding officer and official spokesperson. The County Chairman shall perform those duties required by these by-laws, the Rules of the Republican Party of Texas and by state and federal law. The County Chairman shall be a non-voting ex-officio member of all Executive Committee Standing and Special Committees.

b. **County Vice-Chairman.** The County Vice-Chairman shall assist the County Chairman as requested in performance of duties of the office and, in the event of the inability or unwillingness of the County Chairman to serve, the Vice-Chairman shall serve as Acting County Chairman until the County Chairman resumes their duties or until the election of a new County Chairman in accordance with Section 171.025 of the Texas Election Code.

c. **Treasurer.** The Treasurer shall be responsible for keeping systematic records and for complying with any applicable state and federal statutes with regard to reporting contributions and expenditures. The Treasurer shall develop a budget for the Washington County Republican Party and shall submit it to the Executive Committee for adoption. The Treasurer shall be the custodian of all funds of the Executive Committee and the Washington County Republican Party and shall disburse those funds in accordance with the budgets approved by the Executive Committee. The Treasurer shall prepare quarterly reports of financial condition for presentation to the Executive Committee for oversight review.

d. **Secretary.** The Secretary shall perform the usual duties for that office, keeping an up-to-date official role of the Executive Committee

members and ensuring that each member receives timely notices of meetings. A permanent file containing minutes of the Executive Committee meetings including a list of attendees will be maintained. In the event of a vacancy in the office of the County Chairman, the Secretary will call a meeting of the Executive Committee for the purpose of electing a new County Chairman as provided for in Section 171.025 of the Texas Election Code. The Secretary is authorized to receive applications for a place on the Primary Ballot as provided for in Section 172.022(a)(2) of the Texas Election Code. In the absence of the County Chairman and the County Vice-Chairman, the Secretary shall preside over meetings of the Executive Committee as necessary.

ARTICLE V MEETINGS

Section 1. The County Executive Committee shall meet at least once a quarter and when called by the County Chairman. The County Executive Committee shall set the time and place for its regular meetings, and may make temporary or permanent changes thereto. A County Executive Committee may authorize meetings to be held via electronic means as necessary. If a Chairman is not able to make the quarterly meetings, the Executive Committee may seek to address the issue with electronic means or may select a replacement Chairman.

Section 2. The quorum for conducting regular business shall be one-fourth (1/4) of the total membership of the Executive Committee unless otherwise required by these by-laws, the Rules of the Republican Party of Texas, or by state or federal law. The quorum for any meeting at which an officer is elected, or at which an officer or committee chairman is removed shall be a majority of the total membership of the Executive Committee. For an Executive Committee meeting where on-line voting is permitted, a vote from an on-line participant shall have the same force as a vote from an in-person participant.

Section 3. Organizational Meeting of a County Executive Committee – A County Executive Committee shall hold its organizational meeting within forty-five (45) days after the term of office begins for the County Chairman and the Precinct Chairmen. (The term of office begins twenty (20) days after the Primary Runoff Election according to Subsection 171.022 (c) of the

TEC.) The County Chairman shall be responsible for calling the meeting however, if the County Chairman does not call the meeting, then one-fourth (1/4) or 50 percent (50%) of the Precinct Chairmen whichever is fewer, may, by written demand, call an organizational meeting. Notice of the organizational meeting and a copy of any proposed By-laws and Rules shall either be mailed via the USPS or emailed, and be posted on the county party website, if available. Delivery will be to the last known address of the members of the executive committee at least seven (7) days prior to the date of the meeting. Such notice shall state the time, date, and location of the meeting and the names(s) of the person(s) issuing the call. The agenda of the organizational meeting shall include, but not be limited to, the swearing in of the newly elected executive committee members and the adoption of Bylaws and Rules for the biennium by a majority of those voting. Failure to adopt bylaws and rules for the current biennium shall enact the previous biennium's bylaws and rules.

Section 4. At the Organizational Meeting, the County Chairman shall appoint the Vice-Chairman, the Treasurer, and the Parliamentarian. The County Chairman shall appoint Committee Chairman for the Standing Committees. The Executive Committee shall set the time and place for its regular meetings. The Executive Committee may fill Precinct Chairman positions if candidates are available. No business other than organization shall be conducted at the Organizational Meeting.

Section 5. At least seven (7) days' notice shall be given for any meeting of the Executive Committee. The preferred method of giving notice for any meeting shall be electronic mail. However, Executive Committee members who prefer traditional mail notice shall make such request in writing to the Secretary and shall be approved.

Section 6. Special meetings shall be called, as required, by the County Chairman. The call for a special meeting shall include an agenda for the meeting, and no business other than that included on the agenda may be considered. A special meeting must be called by the County Chairman upon delivery to the County Chairman of a petition signed by one-fourth (1/4) of the seated Precinct Chairman, and the special meeting shall be called for a date no later than fourteen (14) days from the date of delivery of the petition. A copy of the petition shall be delivered to the Secretary. The petition may be in hardcopy form, or may consist of individual e-mails from petitioning

Precinct Chairman, or a combination thereof. If the County Chairman does not call the requested special meeting within the required time, the Secretary shall call the special meeting for a date no later than twenty-one (21) days from the date of delivery of the petition.

ARTICLE VI COMMITTEES

Section 1. The County Chairman shall appoint Committee Chairman for the Standing Committees deemed necessary to promulgate the policies of the Washington County Republican Party.

Section 2. Each Committee is authorized to develop procedures for conducting business within the committee's jurisdiction, subject to review and amendment by the Executive Committee.

Section 3. Each Committee shall assure compliance with these by-laws, Rules of the Republican Party of Texas and state and federal law.

Section 4. Each Committee shall make regular reports to the Executive Committee of committee activities.

Section 5. Any Committee Chairman may be removed for just cause from a committee by the County Chairman or by a majority vote of the Executive Committee.

Section 6. The Committee Chairman or the County Chairman may remove any committee member from a committee, for just cause, with the approval by majority vote of the Executive Committee.

Section 7. The Standing Committees of the Executive Committee of the Washington County Republican Party shall be the Vacancy Committee, Rules Committee, Finance Committee, Volunteers and Headquarters Committee, and the Communication Committee.

a. The **VACANCY COMMITTEE** shall:

1. Screen and interview legally qualified persons to fill vacancies on the Executive Committee pursuant to Subchapter B, Section 171.024 of the Texas Election Code; and with the assistance and

cooperation of the County Chairman, and recommend persons by majority vote of the Committee to be submitted to the Executive Committee for appointment as members of the Washington County Executive Committee.

2. Meet at the call of the County Chairman or Vacancy Committee Chairman.

b. The **RULES COMMITTEE** shall:

1. Periodically review the by-laws governing the Executive Committee and assure that the by-laws support orderly and efficient operation of the Washington County Republican Party, and assure that the by-laws comply with applicable Rules of the Republican Party of Texas and state and federal laws.

2. Recommend amendments to the by-laws that have been approved by a majority of the members of the Rules Committee to the Executive Committee.

3. Meet as necessary and at the call of the Chairman of the Rules Committee.

c. The **FINANCE COMMITTEE** shall:

1. Plan, budget and direct fund-raising activities for the Washington County Republican Party.

2. At the direction of the County Chair prepare for an annual budget for submission to the Executive Committee for approval.

3. Meet as needed at the call of the Finance Committee Chair.

d. The **VOLUNTEERS** and **HEADQUARTERS COMMITTEE** shall:

1. Develop and maintain a list of volunteer workers to support Republican activities in Washington County.

A. Maintain a separate Headquarters Volunteer List.

B. Maintain a separate Special Activities Volunteer List.

2. Maintain and operate the Washington County Republican Party headquarters.

3. Meet at the call of the Volunteers and Headquarters Committee Chairman.

e. The **COMMUNICATIONS COMMITTEE** shall:

1. Assure proper operation of the Washington County Republican Party website by:
 - A. Appointing a Webmaster to operate the website.
 - B. Assuring that changes to the website are approved by the County Chairman and the Committee Chairman, prior to implementation.
 - C. Designating specific points-of-contact for proposed website content.
 - D. Maintaining the security of the website, including control over website content by assuring that only the County Chairman, the Communications Committee Chairman and the Webmaster has use of the passwords controlling access to the website.
2. Coordinate with the County Chairman, the Volunteers and Headquarters Committee, and the Executive Committee to maintain e-mail lists.
3. Meet at least quarterly at the call of the Communications Committee Chairman.

Section 8. Ad-hoc committees may be formed.

ARTICLE VII STANDING RULES

Section 1. The Secretary shall keep a compilation of the Executive Committee's Standing Rules. The compilation shall include the rules and the dates approved or ordered.

ARTICLE VIII PARLIAMENTARY AUTHORITY

Section 1. The rules contained in Robert's Rules of Order Newly Revised, latest edition, shall govern the Executive Committee in all cases to which they are applicable and in which they are consistent with these by-laws, the Rules of the Republican Party of Texas, or state or federal law.

Section 2. The Parliamentarian may be appointed to assist the County Chairman in conducting orderly meetings.

**ARTICLE IX
AMENDMENT OF BY-LAWS**

Section 1. These by-laws may be amended by a two-thirds (2/3) vote of the members of the Executive Committee present and voting at a properly called meeting of the Executive Committee. Notice shall be given to each Executive Committee member at least seven (7) days in advance of a regular or special meeting called for that purpose.

APPROVED Phyllis Stegen **DATE** 8/11/2026
Phyllis Stegen Secretary, Washington County Republican Party

APPROVED Christine Giese **DATE** 8/11/2026
Christine Giese Chairman, Washington County Republican Party

Date	Rev	Changes Made	Made By:	Approved Date
8/11/2026	1	Updated Bylaws in several areas	Meeting of 7/1/2026	8/11/2026