

ACRC Bylaws October 2009

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**Adams County Republican Central Committee Bylaws  
Ratified October 23, 2009**

**ARTICLE I: Name**

The name of this organization shall be the Adams County Republican Central Committee, also known as the Adams County Republican Committee, hereinafter referred to as ACRC.

**ARTICLE II: Purpose**

Recognizing the fundamental principles of the Republican Party, the primary purposes of the organization shall be to elect Republican candidates to office, to achieve the objectives of the Republican Party at national, state and county levels, and to perform the functions set forth in the election laws of the State of Colorado and of the United States.

**ARTICLE III: Policy**

**Section 1: Laws and Bylaws**

All applicable provisions of the Colorado Revised Statutes (C.R.S.) and the Colorado Republican State Central Committee (CRC) Bylaws shall be a part of these bylaws.

**Section 2: Gender**

All reference to the masculine pronoun includes the feminine.

**Section 3: Candidate Endorsement**

A candidate for any designation or nomination for public office may be endorsed, supported, or opposed by members of the ACRC or by its officers or committee members at any time, unless prohibited by law.

**Section 4: Binders**

No one, including any precinct or district organization, auxiliary or group authorized to use the name "Republican," has authority to bind the ACRC in any manner unless prior written authorization from the ACRC chairman or his designee is given.

**ARTICLE IV: Membership**

**Section 1: Members' Residency**

All members shall reside and be registered as Republicans in Adams County as shown by the voter registration books of the county clerk and recorder.

**Section 2: Voting Members**

Voting membership shall be composed of the following:

**A.** The committeepersons from each precinct and the district captains;

**B.** The chairman, three vice-chairmen, and secretary of the ACRC;

**C.** The elected Republican United States Senators and Representatives in Congress; and

**D.** The elected Republican state and county officials, including members of the General Assembly;

**Section 3: Non-voting Members**

**A.** The non-voting membership shall be subject to the requirements of Article IV, Section 1 (Residency).

**B.** Non-voting members shall have all of the privileges, rights and duties of voting members, except that they may not vote, unless they are also otherwise fully qualified to vote as members of the ACRC.

C. Non-voting members of the ACRC include:

1. The appointed officers and chairmen of the ACRC standing committees,
2. The presiding county chairman or president of each of the nationally recognized Colorado Republican affiliates.

D. All "Ex-Officio" members of any committee are non-voting members of that committee.

## **ARTICLE V: Officers**

### **Section 1: Elected Officers**

A. The elected officers shall be a chairman, three vice-chairmen, secretary, and district captains. They shall assume their duties at the close of the organizational meeting and shall serve for a term of two years or until their successors are elected.

B. The Chairman and Secretary shall be elected by a majority of the members of the Central Committee at the Organizational meeting held in accordance with law. The First Vice-Chairman, Second Vice-Chairman, and Third Vice-Chairman shall be elected by a plurality of the members of the Central Committee by a single ballot at the Organizational meeting held in accordance with law. Members of the ACRC may vote for up to, but no more than three candidates for Vice-Chairman on such ballot. The ranking of the Vice-Chairman position shall be established by the number of votes received.

C. District Captain Election:

1. Precinct committeepersons from each House District within Adams County (single and multi-county districts) will meet during the county Organizational meeting and may recommend for approval by the ACRC Executive Committee, a change in the number of District Captains, or in the precincts assigned to each district captain region within its House District. As a general guideline, the

number of precincts within a district captain region should normally be between four and eight. The ACRC Executive Committee shall act on the recommendations during the county Organizational meeting.

2. District Captains (DCs) must reside within the House District containing the District Captain Region they represent, but need not be a precinct committeeperson.

3. Precinct committeepersons from each district captain region will caucus to elect a District Captain for their region, unless no precinct committeepersons are present from a particular district captain region at the House District organizational meeting (for single county districts), or District Captain election meeting (for multi-county house districts) as applicable. If no committeepersons are present from a district captain region, then all voting members present at the House District meeting shall elect a District Captain for that particular region.

### **Section 2: Appointed Officers**

The appointed officers will be an assistant secretary, a treasurer, an assistant treasurer, sergeants at arms, and any other officers deemed necessary by the ACRC, all of whom shall be registered Republicans and reside in Adams County. They shall be appointed by the chairman and shall serve at his pleasure. The appointed officers shall be ratified by a majority vote of the Executive Committee.

### **Section 3: Duties**

A. The **Chairman** shall:

1. Be the chief executive officer of the ACRC.

2. Issue the call and preside at all meetings of the ACRC, the executive committee and county assemblies or conventions.

3. Observe and enforce the Colorado Revised Statutes, Colorado Republican

Committee (CRC) bylaws and the ACRC bylaws and rules.

**4.** Be custodian of all funds, books, papers, records and proceedings of the ACRC and the Republican county assembly or convention and report to the executive committee when and as the committee requires.

**5.** Either co-sign all checks with the treasurer or otherwise approve all expenditures made by the treasurer, except that any check over \$1,000 must be co-signed by the chairman.

**6.** Within fifty days of first being elected as ACRC Chairman, appoint standing and special committees and necessary staff members. Standing committee member appointments are subject to confirmation by the Executive Committee. Audit committee chairman/members may not be removed during their term of appointment, except for resignation, or with cause by a vote of the Executive committee.

**7.** Be ex-officio member of all committees.

**8.** Submit a budget to the executive committee by June 15 following his election, for a period of two years from July 1 of the odd-numbered year to June 30 two years hence.

**9.** Make arrangements for the Republican county assembly or convention.

**10.** Preside over the Republican county assembly or convention or designate a presiding officer.

**11.** Certify the names of the ACRC officers after their election.

**12.** File ACRC bylaws and rules with the State Central Committee (CRC) as required by Colorado Statutes. File amendments to these bylaws with the State Central Committee as required.

**13.** Appoint all officers under Section 2 of this Article.

**14.** Provide a list of caucus locations to the County Clerk no later than the date prescribed by law.

**15.** Instruct the secretary to provide the Colorado Secretary of State and the CRC chairman with a list (names, addresses, and phone numbers) of officers elected and the membership of the vacancy committees selected immediately following the Organizational meeting of the ACRC.

**16.** Provide a list of all Republican candidates in the county (with their post office addresses, zip codes, and telephone numbers) to the CRC chairman following the designation of those candidates in the county assembly or convention.

**17.** Provide a written list authenticating all delegates and alternates elected by the county assembly to any state, congressional, judicial, senatorial or representative assembly or to any state or congressional convention, specifying the numerical order in which alternates were elected. The chairman shall mail such list to the CRC chairman and to the appropriate district chairman immediately after the county assembly or convention.

**18.** Provide to the CRC chairman and the county clerk a copy of the list of precinct committee persons ratified at county assembly within four days of the assembly.

**19.** Seek out and encourage qualified Republican candidates to run for elective office in Adams County and to do all things legal and necessary to ensure that Republican candidates have a fair and equitable chance of being elected to office.

**20.** Be responsible for raising funds for the ACRC operations and activities.

**B. The Vice-chairmen shall:**

1. Be ranked by the number of votes received with the individual receiving the most votes being ranked the First Vice-chairman, the individual receiving the second most votes being ranked the Second Vice-chairman and the individual receiving the third highest number of votes being ranked the Third Vice-chairman.

2. The First Vice-chairman shall exercise the functions of the chairman in his absence, during his inability to perform, or at his request. Also, only the First Vice-chairman shall have membership in the state senatorial and representative central committees as provided in CRS 1-3-103 (5) and (6).

3. The other Vice-Chairmen shall exercise the functions and duties of the preceding Vice-Chairman in his absence or incapacity.

4. Perform such other duties as may be prescribed by the Chairman or by these Bylaws.

5. Vice-chairmen shall be entitled to one-third voting authority on the state, congressional, and judicial central committees. First, Second, and Third Vice-chairmen have full voting rights on the ACRC.

**C. The Secretary shall:**

1. Be the chief clerical officer of the ACRC, and record all ACRC and executive committee proceedings.

2. File the list from section 3A 15 above within 30 days of the Organizational meeting. (CRS 1-3-103 (7))

3. File the list from section 3A 18 above within four days (CRS 1-3-102 (2)(a)).

4. Have ready for the convening of each county assembly or convention a temporary roll of delegates entitled to participate. The roll shall be prepared from the credentials of uncontested delegates filed with the secretary and from the credentials of the contested

delegates placed on the temporary roll by the ACRC.

5. Serve as secretary at all county assemblies or conventions.

6. Prepare and verify all credentials for delegates and certificates showing designations made by the county assembly or convention.

7. Perform other duties the chairman may prescribe.

**D. The Assistant Secretary shall:**

1. Assume the duties of the secretary if he is absent or unable to perform.

2. Perform other duties the chairman may prescribe.

**E. The Treasurer shall:**

1. File with the appropriate authorities all statements and reports required by state and/or federal law.

2. Comply with all other applicable state and federal laws.

3. Keep an account of all receipts and expenditures.

4. Establish a checking account and such other accounts as may be authorized and co-sign all checks with the chairman, or sign checks as approved by the ACRC Chairman.

5. Perform other duties the chairman may prescribe.

**F. The Assistant Treasurer shall:**

1. Assume the duties of the treasurer if he is absent or unable to perform.

2. Perform other duties the chairman may prescribe.

**G. The District Captains shall:**

1. Support Republican candidates.

2. Recruit qualified precinct committeepersons.

3. Organize and train precinct committeepersons.

4. Distribute caucus materials specified in Article XI 1B of the bylaws.
5. Supervise delegate voting activities.
6. Perform other duties the chairman may prescribe.
7. Serve on the Executive Committee.

**H. The ACRC Vacancy Committee Chairman shall:**

1. Monitor status of vacancies in county.
2. Recruit qualified volunteers.
3. Select members to fill precinct committee person vacancies within 10 days after a change in precinct boundaries (CRS 1-3-102 (2)(b)).

**Section 4: Removal**

**A.** Any elected officer or member of the ACRC may be removed from office at any time for whatever cause the ACRC may deem sufficient, by a vote of three-fifths of the membership of the ACRC present and eligible to vote (in accordance with Article IV, of these bylaws) at a meeting called for that purpose in accordance with Article VII.

**B.** Reasons for removal may be, but not limited to, failure to perform their required duties, contributing funds to or openly campaigning for another party, fraudulent voting or violation of Colorado Election Laws.

**C.** The action of the ACRC shall be final.

**D.** Audit committee members, including the committee chairman, may only be removed during their term, by the Executive committee, with cause.

**Section 5: Vacancies**

**A.** A vacancy in an office shall exist in the event of an officer's ineligibility to hold office, resignation, removal, permanent absence, permanent disability or death. The executive committee shall decide by majority vote whether

sufficient evidence exists of permanent absence or permanent disability.

**B.** A vacancy in the office of chairman shall be filled according to paragraph C below, and Article VI of these bylaws. The Central Committee Vacancy Committee shall fill other vacancies in any other elected ACRC office. In the case of a vacancy in a county commissioner office held by a Republican, the County Commissioner Vacancy Committee will fill such vacancy.

**C. Vacancy in the Office of Chairman:** The vice-chairman shall issue the call in accordance with Article VII to all members of the ACRC. This meeting shall be held within thirty days of the call.

**D.** Vacancies occurring in any appointive office shall be filled in the same manner as the appointment was originally made.

**ARTICLE VI: Nominations And Elections**

**Section 1: Nominations**

**A.** Candidates for chairman, three vice-chairmen and secretary shall be nominated from the floor at the organizational meeting.

**B.** Only members of the ACRC, in person, shall make nominations for any office.

**Section 2: Elections**

**A.** Officers shall be elected by majority vote using a secret ballot unless there is only one nominee for the office. In that case election may be by voice vote.

**B.** If more than two persons are nominated for an office, and after three ballots no nominee has received the required 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 ballots shall be dropped from all subsequent ballots. The nominee receiving the least votes on each ballot thereafter shall also be dropped from subsequent ballots, unless one or more other nominees withdraw

following such ballot. Balloting shall continue in this manner until a majority vote is cast for one nominee.

## **ARTICLE VII: Meetings**

### **Section 1: ACRC Organizational Meeting**

**A.** The Organizational meeting of the ACRC shall be held between the first day of February and the fifteenth day of February of the odd numbered years. Its purpose shall be to elect a chairman, three vice-chairmen, secretary, district captains, two vacancy committees, an ACRC vacancy committee chairman, bonus members, and to conduct other business that may properly come before it. (C.R.S. 1-3-103 (1)(c))

**B.** Recommended Order of Business:

1. Reading the Minutes of the previous meeting [and their approval].
2. Reports of Boards and Standing Committees
3. Reports of Special (Select) Committees.
4. Special Orders: Reason for meeting such as, electing officers, conducting State House and Senate organizational meetings, etc.
5. Unfinished Business and General Orders
6. New Business.

### **Section 2: Other Meetings**

Regular or special meetings shall be held:

**A.** At a time and place designated by the ACRC; or

**B.** Upon the call of the chairman or (in the event of his absence or inability to act) upon the call of the First Vice-chairman or (in the event of an emergency when both chairman and First Vice-chairman are absent upon the call of the Second Vice-chairman, or if absent the Third Vice-chairman, or if absent the secretary; **or**

**C.** Upon the written request of one-third of the voting members. The meeting shall be called by the chairman within ten days after receipt of such request. If the chairman fails to do so, any voting member may issue the call at the expense of the ACRC. The meeting shall be held within thirty days of the call.

### **Section 3: The Call**

Notice of the official call shall be sent to the last known address of each member on file at the office of the ACRC no fewer than ten days before the date of the meeting. The call shall state the time and place of the meeting, the business to be conducted, provided that the business of the meeting shall not be limited to matters stated in the call unless the call is for a special meeting and so states.

### **Section 4: Quorums**

A quorum for any meeting shall be voting members present.

### **Section 5: Frequency**

Meetings of the ACRC shall be held no fewer than three times during any two-year period.

### **Section 6: Notice**

Unless otherwise provided for by law, any call, meeting notice or other notice required by the ACRC bylaws may be sent and delivered by U.S. Mail, electronic mail or facsimile to the last known address, for the respective delivery mode, of the person receiving the notice.

## **ARTICLE VIII: Voting and Proxies**

### **Section 1: Voting**

**A.** Voting, with the exception of the election of officers (Article VI), shall be by voice or standing vote unless forty-five or more voting members request a roll call. The roll call shall be taken within the captains' district delegations and the totals announced by district.

**B.** A person holding multiple offices shall not be entitled to more than one vote.

**Section 2: Proxies**

No proxies shall be allowed or recognized for voting in county committee meetings of any kind.

**ARTICLE IX: Executive Committee**

**Section 1: Membership**

**A.** The voting members of the executive committee shall be the chairman, vice-chairmen, secretary, treasurer of the ACRC, and the district captains. In addition, the officers of senatorial and representative central committees, and all elected federal, state, and county Republican officials are voting members if they reside within Adams County.

**B.** Non-voting members of the executive committee shall be the assistant secretary, assistant treasurer, and the presiding chairman or president of nationally recognized Colorado Republican affiliates.

**Section 2: Duties**

The duties of the executive committee shall be to:

**A.** Serve as an advisory committee to the chairman, and to perform other functions as prescribed in these bylaws or by the chairman.

**B.** Ratify the budget by July 1 of each odd-numbered year.

**C.** Decide by a majority vote if sufficient evidence exists to declare a vacancy in an office as defined in Article V, Section 5.A.

**D.** Hear and determine party controversies (other than delegate contests) subject to review of the ACRC.

**E.** Meet within 60 days following the election of a new ACRC Chairman after his appointment of Standing Committees. Standing Committee members are subject to confirmation by the Executive Committee.

**Section 3: Meetings**

**A.** Regular meetings shall be held no fewer than four times a year. A regular meeting location, date and time shall be set at the first meeting of the new term. The chairman may, at his discretion, call a regular meeting at another location, date or time. At least five days notice shall be given.

**B.** Special meetings may be called by the chairman or shall be called at the written request of one-third of the members of the executive committee. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least five days notice shall be given.

**C.** Meetings may be open but shall go into executive session at the discretion of the chairman or by majority vote of the members present and voting.

**D.** The quorum for any meeting shall be the voting members present.

**ARTICLE X: Committees**

**Section 1: Appointments**

The ACRC Chairman shall appoint standing and special committees (standing committee members are subject to confirmation by the Executive committee). The Executive committee and/or ACRC may request the chairman to appoint any additional committees.

**Section 2: Standing Committees**

The Standing committees shall be limited to:

**A.** The **Audit Committee** shall be composed of up to three members, none of whom shall be a county party officer.

1. Once the ACRC Chairman has appointed a chairman of the Audit committee, he may not be replaced except for resignation, death or disability. However, the Executive committee may remove the Audit chairman for cause.

2. The committee shall provide for an annual audit of the books of the ACRC, shall review the audit report, and shall report the results of the audit to the next meeting of the executive committee. It shall also audit the books at any other time requested by the executive committee.

3. The committee shall report all audits since the last organizational meeting to the ACRC at its next organizational meeting.

4. Upon request of the chairman or a majority of the executive committee, audits may be conducted by an independent certified public accounting firm and reviewed by the audit committee.

**B. The Bylaws Committee** shall be composed of no fewer than three nor more than five members. It shall review all proposed amendments and make recommendations to the ACRC. It shall also notify the ACRC of mandatory changes required by changes in the election laws, rules of the Republican National Committee or Colorado Republican Committee. It will recommend rules and procedures pertaining to the operation, meetings and assemblies/ conventions of the ACRC

**C. The Finance Committee** shall oversee all fund-raising programs. The number of members shall be at the discretion of the chairman.

### **Section 3: Special Committees**

Special committees may include:

**A. The Credentials Committee** shall be composed of no fewer than three members. It shall initially review credentials of ACRC members at each ACRC meeting. At the request of the chairman, executive committee, or the ACRC it shall investigate any party controversy (other than delegate contests) and report thereon to the ACRC or executive committee, with its recommendations.

**B. The Rules Committee** shall be composed of no fewer than three members. The committee

will draft rules for assemblies, conventions and other meetings as directed by the ACRC chairman.

**C. The Resolutions Committee** shall be composed of no fewer than three members. The number of members greater than three shall be at the discretion of the chair. The committee shall review all resolutions submitted in accordance with Articles XI and XII and make recommendations to the chairman and county assembly or convention.

### **Section 4: Quorums**

The quorum for any standing or special committee shall consist of those members present provided that notice has been given to all members no fewer than seven days before the meeting.

## **ARTICLE XI: Precinct Caucuses**

### **Section 1: Procedures**

**A.** Precinct caucuses shall be held in accordance with Colorado Revised Statutes (1-3-102, and 1-4-602) as amended. The ACRC recommends use of a common location for multiple precinct caucuses.

**B.** District Captains will distribute precinct caucus materials to caucus leaders, including caucus location notification signs, at least two weeks prior to precinct caucus day. Signs must be posted at each caucus location no later than twelve days before precinct caucus day (see C.R.S. 1-4-602(4)(a)).

**C.** A private home will be considered “accessible to persons with disabilities” without evidence to the contrary. If a registered Republican who desires to attend makes a request for assistance, the applicable district captain and precinct committee person(s) should coordinate assistance for the one requesting access.

### **Section 2: Election Judges**

Precinct officers shall recommend persons to be election judges and poll watchers.

### **Section 3: Resolutions**

Before the caucus may consider any resolution, it shall be submitted in writing. Resolutions to be forwarded to the county assembly or convention shall be approved by majority vote and forwarded to the resolutions committee of the assembly or convention within two days following the caucus.

### **Section 4: Election of Delegates and Alternates**

Each precinct caucus will elect the number of delegates and alternates to higher assemblies or conventions, which the Executive Committee has apportioned for each precinct. The Adams County Assembly will ratify the combined list of delegates and alternates. Each delegate and alternate elected at the precinct caucus must pay the delegate and/or alternate fee(s) for each assembly or convention elected before leaving the caucus, or the delegate/alternate shall be deemed to have resigned his delegate/alternate position(s) and the position(s) shall be filled by an appropriate alternate.

## **ARTICLE XII: Assemblies and Conventions**

### **Section 1: Time and Place**

A county assembly or convention shall be held not less than ten days nor more than thirty days after the precinct caucuses. (C.R.S. 1-4-602(1)(a)(I)).

**A.** The ACRC or Executive committee shall fix the number of delegates and alternates to participate in the county assembly or convention (CRS 1-4-602(1)(a)(I)).

**B.** The call for the county assembly or convention shall include (in addition to the time, place and purpose) a statement of the number of delegates to be elected to the state and multi-county district assemblies and conventions.

**C.** At the request of the chairman of any legislative district lying wholly within the county, the call for the county assembly or convention

shall include the call for the assembly of such district.

**D.** The combined list of delegates and alternates is subject to approval by the county assembly or convention. For delegates and alternates not elected at the precinct caucus, the county assembly or convention shall elect from among its members delegates to every state or congressional assembly or convention, to any multi-county senatorial or representative assembly or convention, and to every judicial assembly or convention. However, nothing shall prevent the county from electing its delegates from election districts, and any delegate elected by his district shall be deemed properly elected by his county assembly or convention unless the county assembly or convention votes to overturn or negate such district election.

**1. "Members"** of the county assembly or convention shall mean all delegates and alternates to the county assembly or convention elected at the precinct caucuses (whether or not present and voting at the county assembly or convention) provided that an alternate may vote only when a delegate is absent.

**2.** A delegate who arrives at an assembly or convention after an alternate has been seated in their place shall be ineligible to serve as a delegate.

**3.** A delegate who moves from his precinct shall be ineligible to serve as a delegate from that precinct. (C.R.S. 1-4-602).

**E.** The county assembly shall ratify the list of committeepersons. The chairman and secretary shall file a certified list of the names and addresses, by precinct, of those persons elected as precinct committeepersons with the county clerk and recorder within four days after the date of the county assembly. (C.R.S. 1-3-102(2)(a)).

**F.** The Chairman will appoint sergeants at arms.

**Section 2: Resolutions**

Before any resolution may be considered by the county assembly or convention, it shall be referred to the resolutions committee of such body. Resolutions received from county precincts in accordance with Article XI shall be considered by the resolution committee. All other resolutions to be proposed shall be filed with the ACRC chairman no fewer than thirty days before the assembly or convention convenes.

**Section 3: Nominations**

- A. No candidate shall be designated by assembly for the Republican primary election ballot unless he shall have been affiliated as a Republican for at least two months preceding the date of the caucus and is otherwise qualified for office under the law.
- B. Nominations shall be accepted for those candidates who have advised the presiding chairman of their intent to seek office and who are able to prove they meet all qualifications for the elected office as required by law. (C.R.S. 1-4-501).

**Section 4: Voting**

- A. No proxies shall be allowed or recognized in any assembly or convention. Any vacancy shall be filled by an alternate present, selected from the list of alternates by numerical order, beginning with the first alternate.
- B. What is commonly known as the “unit rule,” by which the entire vote of a delegation is cast according to the majority vote within that delegation, shall not be enforced nor adhered to. Cumulative voting shall not be permitted.
- C. What is commonly known as fractional or proportional voting shall not be permitted.
- D. Any delegate to any congressional, judicial, senatorial or representative assembly or any state or congressional convention shall have the right to demand of his delegation and have entered a roll call of his county’s delegation upon any disputed vote.

**Section 5: Quorums**

The quorum at the county assembly or convention shall consist of those delegates present.

**Section 6: Authority**

The CRC shall have the full power to pass upon and determine controversies about both the regularity of the party organization within the county and the right to use the party name. It may also provide rules that shall govern the ACRC in determining such controversies. Factional disputes must be referred to the CRC (People ex rel. Lowry v. Dist. Court, 32 Colo. 15, 74 P. 896 (1903). (C.R.S. 1-3-106).

**Section 7: Party Affiliation**

Affiliation as a Republican shall be as shown on the registration books of the county clerk and recorder or by other lawful proof.

**Section 8: Rules**

The rules of the last county assembly or convention shall be the temporary rules of the next county assembly or convention and its committees until duly amended in accordance with these bylaws.

**ARTICLE XIII: Vacancies**

**Section 1: Vacancies in Designation and Nomination**

A. Designation of candidates for nomination on the primary election ballot may be made by the appropriate designating assembly. Such assembly shall also select a vacancy committee, which may fill any vacancy occurring in the designations up to 68 days prior to the primary election or such other period as provided by state law. The vacancy committee shall select a person who meets the candidate qualifications as of the date of the assembly that made the original designation. (C.R.S. 1-4-1002(1)).

**B.** The appropriate vacancy committee may fill a vacancy in nomination occurring during the 67 days before the primary as provided for in subsection A, except that the candidate need only meet qualifications as of the date of the primary election.

**C.** Any vacancy in nomination occurring after the day of the primary election and more than eighteen days before the general election may be filled by the respective assembly vacancy committee of the district or county as appropriate with the following conditions prescribed by CRS 1-4-1002(9):

**1.** The Chairman of the central committee, which selected the vacancy committee, must provide **written** notice to vacancy committee members announcing the time and location of the meeting mailed at least five days prior to such meeting.

**2.** The vacancy committee shall certify the selection to the secretary of state within seven days from the date the vacancy occurs.

**3.** The vacancy committee, by a majority vote shall select a person who meets all of the requirements of candidacy as of the date of the primary election.

**4.** A quorum shall consist of not less than one-half of the voting membership of the vacancy committee.

**5.** No member of the vacancy committee may vote by proxy.

**D.** Any vacancy in nomination occurring less than 18 days before the general election need only be filled if the vacant Republican candidate wins the election, in which case the vacancy shall be filled according to CRS 1-12-203 within 30 days after the date of the general election

## **Section 2: Vacancies in County Public Office**

**A.** Vacancy committees shall be elected by the ACRC. If ACRC fails to select a vacancy committee as provided in C.R.S. 1-3-103, then a vacancy committee shall be selected or constituted

according to the provisions of the appropriate subsections of section 4 of this Article.

**B.** Vacancy committees shall be elected by the ACRC for county commissioner district central committees, as appropriate, for the specific and only purpose of filling vacancies in the office of county commissioner( C.R.S. 1-12-206).

## **Section 3: Vacancies in ACRC Membership and Offices**

A vacancy committee shall be composed of not less than five members elected at the odd-year ACRC organizational meeting. They shall meet, as a minimum, on days selected for ACRC regular meetings and shall fill precinct committee person vacancies with qualified volunteers from the respective precincts. Additionally, they shall fill vacancies for offices (not to include chairman) held by members of the central committee.

## **Section 4: Failure to Select A Vacancy Committee**

If the appropriate designating assembly fails to select a vacancy committee, the vacancy committee shall be selected or constituted as follows:

**A.** The ACRC shall elect a vacancy committee of not less than five or more than eleven members. If the ACRC fails to do so;

**B.** The executive committee shall elect a vacancy committee of not less than five members. If the executive committee fails to do so;

**C.** The chairman may appoint a vacancy committee of not less than five members.

**D.** In county commissioner districts the vacancy committee shall be constituted as for a vacancy in office in accordance with C.R.S. 1-3-103(1)(c), and 1-12-206.

**ARTICLE XIV: Parliamentary Authority**

*Robert's Rules of Order Newly Revised* shall govern the ACRC whenever they are applicable and not inconsistent with these bylaws or the Colorado Revised Statutes.

**ARTICLE XV: Amendment of Bylaws**

**Section 1: Procedure**

These bylaws will be amended at any meeting by a majority vote provided that the proposed amendment was submitted to the bylaws committee and included in the official call notice sent no fewer than ten days before that meeting. ACRC voting members may offer amendments to any proposal that has been included in the official call notice once debate for a proposed amendment has begun. Alternately, a proposed amendment may be submitted in writing at an ACRC meeting. It must be considered at a Bylaws committee meeting before the next odd-year ACRC organizational meeting. The Bylaws committee must report on their recommendations for any changes to bylaws at the next ACRC Organizational meeting.

**Section 2: Special Procedure**

If previous notice was not given in the call, consent of three-fourths of all ACRC members present must be obtained before an amendment may be offered. Amendments under this section shall be passed by a majority vote of the members present.

**Section 3: Filing of Amendments**

All amendments shall be filed with the CRC within ten days of adoption. Amendment document shall show the date passed and by what percent.

**CERTIFICATION**

We the undersigned hereby certify the Adams County Republican Central Committee of Colorado ratified the foregoing bylaws on October 23, 2009.

Clark Bolser  
Chairman, Adams County Republican Central Committee

Joann Windholz  
Secretary, Adams County Republican Central Committee