

**Hendricks County Republican Party**  
**Resolutions adopted by the Central Committee on:**  
**November 10, 2009**

# **RESOLUTIONS OF THE HENDRICKS COUNTY REPUBLICAN PARTY**

## **PREAMBLE**

The following resolutions are hereby adopted to perfect the organization and government of the Hendricks County Republican Party.

## **CHAPTER 1:** **GENERAL PROVISIONS**

**Resolution 1.1:** Subject to the Republican Party of the State of Indiana in the State Convention duly assembled and the State Committee as the supreme party authority in the state, the Hendricks County Republican Party (“County Party”) shall have the full power to adopt all necessary resolutions for the government and regulation of the party affairs in Hendricks County. The County Party shall be organized under and governed by the Rules of the Indiana Republican State Committee (“State Rules”) and such other resolutions adopted by the County Party and contained herein (the “Resolutions”).

**Resolution 1.2:** If there is a conflict between these Resolutions and the State Rules or a statute, then the State Rules or statute will prevail.

**Resolution 1.3:** (a) These Resolutions may be amended by a majority vote at any regular meeting of the Central Committee where a quorum is present.

(b) The Secretary of the Central Committee shall mail an exact copy of any proposed resolution to each member of the Resolutions Committee. The Resolutions Committee shall review the proposed amendment and submit a recommendation concerning the proposed amendment to the Central Committee.

(c) The Secretary of the Central Committee shall mail an exact copy of any proposed Resolution, with a copy of the Resolutions Committee recommendation, to each member of the Central Committee at least ten (10) days before the meeting at which the amendment is to be considered.

(d) Mailing under subsection (b) or (c) to the last and usual place of residence of each member will be considered in compliance with this Resolution.

(e) Any amendment adopted by the Central Committee will be considered in effect once the Secretary of the Central Committee certifies that the Secretary of the State Committee has received the adopted change.

## **CHAPTER 2:** **THE PRECINCT COMMITTEE**

**Resolution 2.1:** After the election of the precinct committeeman, the Executive Committee of the County Party shall conduct a training session of all newly elected or appointed precinct committeemen and the precinct vice-committeemen for the purpose of familiarizing them with their duties and responsibilities.

**CHAPTER 3:**  
**THE DISTRICT COMMITTEE**

**Resolution 3.1:** The County Party is divided into District Committees (“District”).

**Resolution 3.2:** The District is the geographic area of the six (6) existing school corporations in Hendricks County. They are:

- (a) Avon School Corporation (Washington Township)
- (b) Brownsburg School Corporation (Lincoln/Brown Townships)
- (c) Danville Community School Corporation (Center/Marion Townships)
- (d) Mill Creek Community School Corporation (Clay/Franklin/Liberty Townships)
- (e) Plainfield School Corporation (Guilford Township)
- (f) Northwest Hendricks School Corporation (Eel River/Middle/Union Townships)

**Resolution 3.3:** The membership of each District shall be all of the elected and appointed precinct committeemen and precinct vice-committeemen of those precincts located within the geographic area of each District.

**Resolution 3.4:** The involvement and participation of all Republican elected office holders residing in each District shall be encouraged and should be promoted.

**Resolution 3.5:** The purpose of the District shall be to:

- (a) support the election of all Republican nominees in the District;
- (b) facilitate communication with the County Party by conducting periodic meetings of the District; and
- (c) carry out duties assigned to the District by the County Chairman or Executive Committee.

**Resolution 3.6:** Each District shall have a District Chairman who is appointed by the County Chairman and is not an officer of the Central Committee.

**Resolution 3.7:** On the date of the Central Committee organizational meeting and immediately after the election of the officers of the Central Committee, each District shall caucus and select a person from its membership to be recommended for appointment as the District Chairman.

- (a) The retiring District Chairman shall preside over the District caucus, and
- (b) if the retiring District chairman is not present, then the newly-elected County Chairman shall appoint from the District membership a person to preside over the meeting.

## **CHAPTER 4:** **CENTRAL COMMITTEE**

**Resolution 4.1:** The Hendricks County Republican Party may also conduct business as the Hendricks County Republican Central Committee (“Central Committee”) and shall meet within the county at least twice annually.

**Resolution 4.2:** Agenda items to be included in the meeting must be sent to the County Chairman, with a copy to the County Secretary two (2) weeks prior to the meeting. The County Chairman must then notify (or cause to be notified) the Central Committee by mail of the agenda items.

## **CHAPTER 5:** **COUNTY OFFICERS**

**Resolution 5.1:** The County Chairman shall carry into effect (or cause to be carried into effect) the views and orders of the Central Committee, with all possible clarity and promptitude. The County Chairman shall perform the other duties prescribed in these Resolutions or the duties that may be assigned to the Chairman by the Central Committee.

**Resolution 5.2:** The County Chairman is vested with the discretionary powers necessary and essential to the proper and efficient discharge of the Chairman’s duties.

**Resolution 5.3:** The County Secretary of the Central Committee shall keep proper records of the proceedings of the Central Committee, Executive Committee, and the organization of the Party throughout the County; shall conduct or supervise all necessary correspondence; and perform the other duties assigned by the Central Committee, Executive Committee, or the County Chairman, as may be conducive to the thorough organization and welfare of the County Party. The County Secretary shall carefully preserve such records that may be useful for the future of the Central Committee, Executive Committee or the County Chairman.

**Resolution 5.4:** The County Treasurer of the Central Committee shall have charge of the collection and custody of all money belonging to the Central Committee; shall keep regular books and accounts; shall, at any time when required to do so by the Central Committee or Executive Committee, make a full and complete report of the treasury; shall, whenever required to do so by the State Committee, submit all books and vouchers for inspection and examination; and comply in all respects with the laws of this state and all federal laws. An independent financial review shall be conducted annually, or upon change of the County Treasurer.

## **CHAPTER 6:** **EXECUTIVE COMMITTEE**

**Resolution 6.1:** There shall be a general committee for the county, which shall be known as the “Executive Committee”. The Executive Committee shall be composed of the Central Committee officers and the District Chairmen. The Chairman of the Young Republicans of Hendricks County and the President of the Hendricks County Republican Women’s Club shall also be members of the Executive Committee.

**Resolution 6.2:** The County Chairman shall preside over the Executive Committee meetings.

**Resolution 6.3:** The Executive Committee shall conduct business on behalf of the Central Committee when the call of a Central Committee meeting is not practical or possible.

**Resolution 6.4:** The Executive Committee shall have immediate charge and full control of the political and financial affairs of the County Party; the management of its campaigns; the collection and distribution of documents; raise, manage, borrow, and distribute money and assets as necessary to ensure the success of the County Party and the election of its nominees.

**Resolution 6.5:** The Executive Committee shall adopt and pursue the honorable and vigorous measures deemed essential for the stability and growth of the Republican Party.

**Resolution 6.6:** Any Executive Committee member may designate a proxy for the member, who has the power to vote for that member.

**Resolution 6.7:** The first thirty (30) minutes of every meeting of the Executive Committee may be open to members and adherents of the County Party. An individual who wishes to present an idea or suggestion must provide the idea or suggestion to the County Chairman, with a copy to the County Secretary of the Central Committee, with notice of the presentation at least seventy-two (72) hours before the hour the Executive Committee is scheduled to meet.

**Resolution 6.8:** A quorum, for the transaction of business, shall be counted when there is present a majority of members or certified proxies of the Executive Committee.

**Resolution 6.9:** Any one member, duly seconded, shall have the right to call for a vote by ballot on any question that may be submitted to the Executive Committee for its determination.

**Resolution 6.10:** Meetings of the Executive Committee shall be held at least quarterly.

**Resolution 6.11:** The dates of the required meetings shall be set on an annual basis at the first meeting of the Executive Committee, which shall be held during the month of January each year.

**Resolution 6.12:** Additional meetings may be called at the discretion of the County Chairman or a majority of the Executive Committee.

## **CHAPTER 7:** **SUBCOMMITTEES**

**Resolution 7.1:** There shall be four (4) standing subcommittees: Finance, Communications, Rules, and Elections.

**Resolution 7.2:** The chair of the Finance subcommittee shall be the County Treasurer, the chair of the Communications subcommittee shall be the County Secretary, the chair of the Rules subcommittee shall be the County Vice Chairman, and the chair of the Elections subcommittee shall be the County Chairman or the County Chairman's designee.

**Resolution 7.3:** All other chairpersons and all subcommittee members (including Finance, Communication and Rules subcommittees) shall be appointed by the County Chairman and shall serve at the pleasure of the County Chairman, but not beyond the next organization day of the Central Committee.

**Resolution 7.4:** The chairperson of each subcommittee may recommend individuals to be appointed to their respective subcommittees to the County Chairman.

**Resolution 7.5:** The Executive Committee may designate duties of the subcommittee and subcommittee chairs.

**Resolution 7.6:** The County Chairman and Executive Committee may create additional subcommittees.

## **CHAPTER 8:** **PARTY FINANCES**

**Resolution 8.1:** The Finance Subcommittee shall be composed of two members appointed by the County Chairman in addition to the County Treasurer. The County Treasurer may make recommendations to the County Chairman for the appointment.

**Resolution 8.2:** The role of the Finance Subcommittee members shall be to advise the County Treasurer, Executive Committee, and Central Committee in matters such as, but not limited to:

- (a) Creating an annual budget for the County Party.
- (b) Managing and creating expenditure rules for the County Party

- (c) Reviewing fundraising plans.
- (d) Assisting in a financial review of the County Party's finances.

**Resolution 8.3:** Organized events should be self-sustaining, with the exception of the business meetings.

**Resolution 8.4:** The Finance Subcommittee shall create a budget annually for the following year.

**Resolution 8.5:** The annual budget shall be in effect during the County Party's fiscal year beginning on January 1 and ending on December 31 of the same year.

**Resolution 8.6:** Budget recommendations for consideration must be submitted to the Finance Subcommittee by September 1<sup>st</sup>.

**Resolution 8.7:** The Finance Subcommittee shall present the budget to the Executive Committee for approval.

**Resolution 8.8:** Upon approval by the Executive Committee, the Central Committee will vote to approve or reject the proposed budget at the final meeting of each fiscal year.

**Resolution 8.9:** The County Party funds are to be used for the purposes of advancing the County Party, assisting in the election of Republican Candidates in general elections, and operational expenses that further the County Party's purpose.

**Resolution 8.10:** County Party funds and assets shall not be used for the advancement or support of individual candidates or candidate committees in the primary election.

**Resolution 8.11:** All operational expenditures shall be budgeted for in the annual budget.

**Resolution 8.12:** Any non-budgeted expenditure must be approved prior to the expense occurring or being committed to.

**Resolution 8.13:** The County Chairman may approve any non-budgeted expense that is no greater than \$1,000.

**Resolution 8.14:** The County Chairman shall submit to the Executive Committee for approval, any non-budgeted expense ranging from \$1,000 to \$5,000.

**Resolution 8.15:** The County Chairman shall submit to the Executive Committee for approval any non-budgeted expense greater than \$5,000. If approved by the Executive Committee, the County Chairman shall request approval of the Central Committee at the next meeting.

**Resolution 8.16:** The Party may give contributions to Party nominees or their campaign committees for the general election. All contributions must be used for that general election's expenses. The individual must provide the Finance Committee with a copy of the annual report (CFA-4) to document that the contribution was used.

**Resolution 8.17:** The Executive Committee must approve any contribution to a candidate or candidate committee.

**Resolution 8.18:** Contributions of \$5000.00 or less require an approval of the Executive Committee.

**Resolution 8.19:** Contributions over \$5000.00 require a positive recommendation of the Executive Committee and majority approval of the Central Committee.

**Resolution 8.20:** All Party nominees must follow the procedure approved by the Central Committee when requesting contributions and documenting the use of the funds contributed.