

Conner Harrington Republican Women

Standing Rules

May 2020

Preamble: These rules serve only as a guideline to conduct business of the club in an orderly manner and to ensure continuity in addressing matters that are not specified in the bylaws.

Definitions: Conner Harrington Republican Women (CHRW), Texas Federation of Republican Women (TFRW) National Federation of Republican Women (NFRW)

1. Conventions and Leadership:

- a) **National Federation of Republican Women's Convention.** The CHRW club will pay the registration fee for (1) one Delegate and (1) one Alternate to the National convention.
- b) **Texas Federation of Republican Women's Convention.** Delegates and Alternates to the State Convention shall be reimbursed on a pro rata basis after the convention, based on their registration and attendance. Delegates and Alternates shall be responsible for lodgings, and travel expenses.
- c) **Leadership Development.** The CHRW club will pay registration fees only for (2) two members to attend. Leadership Development training is held bi-annually by TFRW during the month of January.
- d) **Legislative Day.** Each member participating will pay her own registration, travel, and lodging expenses.

2. Timeline:

Each year the membership shall meet for a planning meeting. The President, Officers, and Committee Chairs shall create goals, an annual budget and put together a timeline calendar, etc. This will allow programs to be planned, committee chairs to know when they must do things, and the president to be aware of timelines and schedules.

3. Budget:

Budgeted funds not used, may not be carried over to the following year. It is suggested that all unspecified expenditures be brought to the membership for a vote in the spirit of transparency. The club shall budget for a TFRW Patron membership annually.

4. Counting Campaign/Volunteer Hours:

CHRW club members will follow NFRW & TFRW guidelines.

5. Scholarship Guidelines:

The Conner Harrington Republican Women's Club shall give a scholarship each year to a Collin County graduating high school senior girl who best meets application requirements. The applicant must have proof of acceptance into a college. Application should be accompanied by a letter from a Conner Harrington member. In case of a tie, the committee should give additional weight to applications of member's children, using those letters.

The Dixie Clem Scholarship shall be given each year to a woman who is returning to the workplace, or is continuing her degree. Applicants must show proof of acceptance into an accredited school. In the case of no one applying for this scholarship, the money shall either be rolled over to the next year, or with the approval of the club, be included in the CHRW scholarship.

6. Disbursement Committee:

The President will serve as Ex Officio Member, and shall call the first meeting, at which time the Chairman will be elected by the committee members. The Disbursement committee will notify all Republican candidates, with an opponent, of the availability of funds and the rules for consideration. This will occur anytime after the Republican candidates for the November election have been established.

- Candidates will complete an application for funds in writing on campaign letterhead, outlining the need for funds and their opponent and emailing to the Disbursement committee.
- Requests must be received by the committee 24 hours prior to the hearing.
- Attendance at a hearing by the candidate or a CHRW member as proxy
- Funds are for local Texas state, county and district candidates

Recommendations made by the Disbursement committee will be presented to the CHRW Board of Directors and their recommendation will be presented to the CHRW Membership at or prior to the September general meeting.

Disbursement of funds shall be made following the general meeting. A CHRW letter of transmittal shall accompany each check. This letter should be signed by the CHRW Disbursement Chairman, but can be signed by the CHRW Treasurer if the Chairman is not available. A copy of this letter shall be retained for CHRW records with the date of the check and check number clearly posted on the letter.

7. Communications Committee:

Communications Chair shall establish a committee that will keep an updated website, create a monthly newsletter, keep updated social media accounts (ie; FaceBook, Instagram, and any other online platforms) and online mailing system. Communications chair with the Executive Committee is responsible for all CHRW communications.

8. Membership

Members (Primary and associate) can select to be a Patron member. A Patron membership will be \$100 annually, and shall include membership for the year, listing on the CHRW website and attendance at any Patron events that are planned.

9. Standing Rules Changes

Standing Rules can be changed with a majority vote with 30 days' notice or at first meeting they are presented with 2/3rds vote.
