



Capital Young Republicans Official Bylaws

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Amended:

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Article I: Name, Mission, and Objectives

Section 1: Name

- A. The Official Name of the Organization shall be the Capital Young Republicans hereinafter referred to as the “Organization”.

Section 2: Mission and Objectives

- A. The mission of the Organization is to form an association of friendships based on fidelity and fraternity and to encourage young people to become involved with upholding, developing, and influencing the principles, objectives, and platform of the Republican Party through the development and maintenance of a Young Republican organization.
- B. Furthermore, it is the mission of Capital Young Republicans to provide its members with the opportunities for political and individual self-development, political expression, recognition, education on the political process, and a practical means by which they may contribute to the development and betterment of the Republican Party as a service to the United States of America, the great State of Florida, and Leon County by working for the election of duly nominated Republican candidates.

Section 3: Definitions

- A. The definitions of words and phrases in this document are understood to be of American English vernacular.
- B. Any word or phrase specifically defined in this document shall have the definitions apply to all sections of the document.

Article II: Membership

Section 1: Classes of Membership and Payment of Membership Dues

- A. The Organization shall maintain the following classes of membership:
 - 1. Active Membership
 - a. Active Membership shall be defined as any member who:
 - i. Has applied for Active Membership,
 - ii. Has paid the applicable annual dues for Active Membership,
 - iii. Is a registered Republican,
 - iv. Is a Resident of the State of Florida,
 - v. Is at least eighteen (18) years of age but not over forty (40) years of age on the first day of the month in which they have applied for membership
 - b. Only Active Members receive the full benefits of Active Membership, including but not limited to:
 - i. Hold an Elected Organization Office
 - ii. Hold voting rights for Organization elections
 - iii. Attending Member-Only Events

- c. For official reporting to the Florida Young Republicans, including calculation of Delegates to state conventions, only the Organization's Active Members may be included.
2. Associate Membership
 - a. Associate Membership shall be defined as any member who:
 - i. Does not meet the qualifications for Active Membership
 - ii. Has applied for Associate Membership
 - iii. Has paid the applicable annual dues for Associate Membership
 - b. Associate Members shall have all rights and privileges of Active Membership, with the following exceptions:
 - i. Associate Members may NOT hold an Elected Organization Office
 - ii. Associate Members do NOT have voting rights
 3. Honorary Membership
 - a. Honorary Membership is defined as any member who:
 - i. Has served as a previous President of this Organization, or
 - ii. Has been designated for a single honor by a three-fourths (3/4) vote of the executive board of the Organization.
 - b. Honorary Members shall hold all rights and privileges of Active Membership, so long as they meet all requirements for Active Membership as defined in Sections 1(A)(1)(iii), 1(A)(1)(iv), 1(A)(1)(v) of this article.
 - c. If an Honorary Member is an official duly elected by their constituents or appointed by the Governor of Florida, the requirement of 1(A)(1)(v) of this article does not apply.
 4. Seasonal Membership
 - a. Seasonal Membership is defined as any member who:
 - i. Does not wish to register as an Active Member in order to maintain voting rights in another Florida YR chartered organization
 - b. Seasonal Members shall have all rights and privileges of Active Membership, with the following exceptions:
 - i. Seasonal Members may NOT hold an Elected Organization Office
 - ii. Seasonal Members do NOT have voting rights
 5. Session Membership
 - a. Session Membership is defined as any member who:
 - i. Is employed by the State of Florida, any locality within the State of Florida, or any private entity engaging in the political process in Florida
 - ii. Relocates to Tallahassee for the duration of Committee Weeks and Session
 - iii. Wishes to have the full standing of an Active Member
 6. Collegiate Memberships
 - a. Collegiate Membership is defined as any member who:
 - i. Attends a college or university in Florida's State University System
 - b. Collegiate Members shall have all rights and privileges of Active Membership, with the following exceptions:
 - i. Collegiate Members may NOT hold an Elected Organization Office
 - ii. Collegiate Members do NOT have voting rights

Section 2: Assessment and Payment of Membership Dues

- A. Membership in any class as outlined in this Article is contingent upon the member paying the assessed dues for their class of membership as outlined in this section.
- B. The assessed dues as outlined in this section are to be considered a 'Minimum' Amount, and thereafter the Executive Board of the Organization shall have the right to increase the cost of dues via a two-thirds (2/3) majority vote in favor of the increased cost.
- C. The minimum for Membership Dues are as such:
 - 1. Active Membership Annual Dues
 - a. \$25.00/year for Individuals
 - 2. Associate Membership Annual Dues
 - a. \$25.00/year for Individuals
 - 3. Honorary Membership Annual Dues
 - a. \$25.00/year
 - b. Requirement to pay dues may be waived if proposed by the President and agreed to by unanimous consent of Organization officers.
 - 4. Seasonal Membership Annual Dues
 - a. \$15.00/year for Individuals
 - 5. Session Membership Annual Dues
 - a. \$15.00/year for Individuals
 - 6. Collegiate Membership Annual Dues
 - a. \$10.00/year for Individuals
- D. The Organization may accept dues payments via the following methods:
 - 1. Cash
 - 2. Check
 - 3. Credit & Debit Cards
 - 4. Electronic Payment Methods, including but not limited to:
 - a. Zelle
 - b. PayPal
 - c. Venmo
 - d. WinRed
- E. Dues shall be assessed annually on the 1st of the Month in which the member joined the Organization.
 - 1. i.e.: All members who joined in the Month of October (regardless of year) will have their Annual Dues payment due by October 1st of every year.

Section 3: New Members

- A. To become a Member of any Membership class of the Organization, a person must:
 - 1. Submit an Application for Membership
 - a. This shall include Online (Electronic) applications. Paper applications may be used, but are not required.
 - 2. Submit Payment of the applicable dues, as outlined in Section 2 of this Article, with their application to be a member of the Organization.

3. Meet all requirements, as outlined in Section 1 of this Article, for the class of membership for which the new member is applying.
- B. For New Active Members, the new member shall have their voting rights instated after a 60-day probationary period.

Section 4: Suspension and Expulsion of Members

A. Expulsion

1. Any active member may propose the expulsion of another member by delivering to the Executive Board a written call for Expulsion
 - a. Said petition shall only be accepted by the board if signed by at least 20% of active members of the Organization.
2. The President shall place the removal proceedings on the agenda of the next Board meeting after receipt of the Petition for Expulsion and shall notify the Secretary.
3. The Secretary shall send written notice of removal proceedings to the accused member under consideration.
 - a. Said notice shall be sent by email, delivery receipt requested, or by any other means likely to reach said member and be transmitted at least 15 days in advance of the meeting.
 - b. Said notice shall include the grounds for removal as well as the time and place of the meeting at which removal is to be considered.
4. The accused shall also have the opportunity to be heard at the meeting at which removal is to be considered.
5. After the closure of Removal Proceedings, the Board may, by a two-thirds ($\frac{2}{3}$) Majority Vote of the Executive Board in favor of expulsion, expel the member.
 - a. The Secretary shall, within 5 days of the decision to Expel the accused member, send written notice via electronic mail, delivery receipt requested, of the board's decision to all involved parties.
6. Upon conviction of a felony, a member is automatically expelled from the Organization.

B. Suspension

1. The President may propose the immediate suspension of any non-Board member to the Board, through emergency notice, not required to be presented at a Board meeting.
 - a. Included in the notice shall be the member's:
 - i. Name
 - ii. Contact info
 - iii. Accused wrongdoing
 - iv. Proposed length of suspension
 - a. Length of suspension may not exceed 14 days
2. After unanimous consent of the Board, either at a Board meeting or through written communications, the President may immediately suspend a member for the following reasons:
 - a. Arrested by law enforcement
 - b. A warrant issued for arrest of the member by law enforcement

- c. Disrespect, harassment of, or the mistreatment of any elected or appointed official as determined by the Board.
 - d. Disrespect, harassment of, or the mistreatment of any member as determined by the Board.
 - e. Conduct unbecoming a member.
3. Upon suspension, the Secretary will notify the member of their suspension by email, the accusation made against them, the length of suspension, and the ability to appeal their suspension within 2 business days.
 4. The suspended member must submit any response to the notice of suspension within 5 days of receipt. This response must be sent by email as a reply to the original suspension message.
 5. Once the Board receives the response, the Board must vote to reverse the suspension, end the suspension, continue the suspension through the original length of time, or expulsion within 2 days.

Article III: Executive Board

Section 1: In General, Powers and Duties, Meetings

- A. The Executive Board, hereinafter also referred to as ‘the Board’, is the general governing body of the organization for all its business affairs, and accordingly is responsible for the management and direction of all Organization activities.
- B. At minimum, the Executive Board, hereinafter referred to as ‘the Board’, shall consist of those positions, elected by the Active Members of the Organization, as defined in Section 2 of this article.
- C. In addition to those positions elected by the Active Members of the Organization and defined in Section 2 of this article, the Board shall also be composed of officers appointed by the Organization president as defined in Section 3 of this article.
 1. The Board shall have a minimum of eight general meetings per year.
 2. The board may also choose to hold additional official meetings as it sees fit.
 3. The Board may choose to hold its general meetings electronically via Google Meets, Zoom, or any other predetermined means of electronic communication.
- D. All members of the board must be informed of the location, time, and general nature of business of the meeting by email at least five (5) days prior to the meeting. Group chat style text messages may be used if agreed to by the whole board, so long as the whole board is listed in the group chat.
- E. Special meetings may be called by any board member, subject to the notice requirements in item E of this Section.
- F. Proxy votes shall not be accepted for any matter of official business.
 1. For the purposes of this section, ‘Proxy Votes’ shall be defined as another person voting on behalf of the board member who is absent.
 2. This subsection does NOT prohibit Absentee Voting, where a board member may have an excused absence but relay their vote on an item of business to the President prior to the Board Meeting for inclusion in the vote count as tabulated by the secretary.
- G. A quorum is required for the Board to conduct official business.
 1. A quorum for the transaction of business shall be one-half (½) of board members.

- a. The Secretary is responsible for keeping an active record of the current level of quorum based on qualified members.
 - b. Once a quorum has been established, it shall be considered retained for the duration of the meeting.
 - c. For the purposes of a quorum, only voting board members shall be counted towards a quorum.
- H. Emergency meetings of elected officers may be called by the President or Vice President to discuss and vote on matters of suspension, expulsion, or political developments that directly impact the Organization. Appointed board members may be included in emergency meetings, but do not have to be due to the nature of short noticed meetings.

Section 2: Elected Officers and Duties

- A. Elected officers of this Organization shall be defined as officers who are elected by the Active Members of the Organization to positions defined as the following:
1. President
 - a. The President shall be responsible for scheduling and presiding over all meetings of the Board and will act as Chair of the Board.
 - b. He or she shall be the Chief Executive Officer of the Organization and shall exercise general supervision over the work and activities of the Organization.
 - c. The President must have access to all monetary accounts in coordination with the Treasurer.
 - d. The President shall appoint and remove Appointed Officers, as defined in Section 3 of this article, subject to a vote of confirmation by simple majority of the executive board in favor of confirmation or removal.
 - e. The president may establish or disband committees as it may be deemed necessary to carry out the affairs of the organization.
 - f. The President shall be an ex-officio member of all committees.
 - g. The President shall have discretionary power to spend the authorized budget.
 - h. The President shall represent the Organization at all official functions.
 - i. The President shall serve as an official liaison between the Organization and the Florida Young Republicans (FLYR).
 - j. The President shall serve as an official liaison between the Organization and the Young Republican National Federation (YRNF).
 - k. The President shall perform any other duties as would normally be within the discretion of the President or as directed by the Executive Board.
 - l. The President shall be a resident of, and a registered voter in, Leon County, Florida.
 2. Vice President
 - a. The Vice President, hereinafter also referred to as the “VP”, shall act as assistant to the President and shall perform all duties as directed by the President.
 - b. The VP shall assist the President in the general supervision of the work and activities of the Organization’s Committees and shall coordinate meetings and activities of said committees as delegated by the president.
 - c. The VP shall assist the President in the coordination and supervision of campaign-related events for all races during the election cycle.

- d. The VP may speak on behalf of the Organization and represent the Organization at official functions.
- 3. Treasurer
 - a. The Treasurer shall collect all monies paid to the Organization or any of its committees and shall deposit said funds into a checking account to be maintained by the Organization.
 - b. The Treasurer shall disperse said monies in accordance with an approved budget.
 - i. Any other expenditure more than fifty dollars must be approved by the Executive Board via a simple-majority vote in favor.
 - ii. Unauthorized expenditures will not be reimbursed unless approved by a simple-majority vote in favor by the Board.
 - iii. All contributions and debts shall be deposited or said to conform to Federal and State laws.
 - c. The Treasurer shall ensure that up-to-date financial records are kept of all Organization funds and that a report of it is made at all board and general meetings.
 - d. The Treasurer shall, upon taking office, meet with the Outgoing Treasurer and President to establish a budget for the upcoming fiscal year to be approved by the Board at the next Board Meeting.
 - e. The Treasurer may speak on behalf of the Organization and represent the Organization at official functions.
 - f. The Treasurer may not keep any Organization-associated accounts separate from the designated Organization accounts, and all financial accounts shall have two authorized administrators: the President of the Organization and the Treasurer of the Organization.
- 4. Secretary
 - a. The Secretary shall keep written minutes of all the Board meetings and shall keep a file of the same.
 - b. The Secretary shall have charge of all Organization records and perform all such duties that are incident to his/her office.
 - c. The Secretary shall provide a heightened awareness for community service activities and projects for the Organization.
 - d. The Secretary may speak on behalf of the Organization and represent the Organization at official functions.

Section 3: Appointed Officers and Duties

- A. Appointed Officers of this Organization shall be defined as officers who are appointed by the Organization President to positions as determined by the President and agreed to by a majority of the Board.
- B. Position titles, description or responsibilities, and if the position is a voting member of the Board will be presented in writing to the President's nominee after the appointment is agreed to by the Board.
- C. The Appointed Officer must sign the appointment document and return it to the Secretary before the appointment is effective.

Section 4: Other Requirements for Executive Board Officers

- A. Appointed Officers must attend at least two Organization events prior to being appointed as a member of the executive board.
- B. The President may appoint or remove additional appointed members of an ad hoc nature, as deemed necessary or advisable.
 - 1. Appointment or Removal of said ad-hoc members by the Organization's President shall be subject to a vote of confirmation by simple majority of the executive board in favor of confirmation or removal.
- C. All members of the Executive Board must attend at least three-fourths ($\frac{3}{4}$) of executive board meetings throughout the year.

Section 5: Officer Terms

- A. All elected officers shall serve terms lasting two (2) years.
- B. All appointed officer terms shall be concurrent with the term of elected Organization officers, and shall also last for two (2) years
- C. There shall be no limit to the number of terms an officer may serve, so long as he or she retains their active membership status as outlined in Article II, Section 1.

Section 6: Vacancies

- A. When the office of President becomes vacant, the vacancy shall be filled by the Vice President.
- B. All other board vacancies shall be filled by presidential Appointment, subject to confirmation of a simple majority vote of the Executive board in favor of appointment.

Section 7: Removal of an Executive Board Officer

- A. The Board may, by a vote in favor of three-quarters ($\frac{3}{4}$) of the Executive Board, remove any Appointed Officer from office for good cause.
 - 1. Good cause shall include, but not be limited to:
 - a. Absence without excuse from three consecutive meetings, or
 - b. Absence without excuse from six meetings of the board during a calendar year, or
 - c. Failure to fulfill the obligations of his/her position during their term, or
 - d. Demonstration of behavior which is unbecoming of a representative of the Organization, or
 - e. Commission of a Felony crime during his/her term.
- B. Any Executive Board Officer may propose the removal of any Elected Officer by delivering to the President a written Petition for Removal from Office.
- C. Any active member may propose the removal of any Elected Officer by delivering to the Executive Board a written Petition for removal.

1. Said petition shall only be accepted by the board if signed by at least 20% of active members.
- D. The President shall place the removal proceedings on the agenda of the next Board meeting after receipt of the Petition for Removal and shall notify the Secretary.
 1. The accused officer shall temporarily recuse themselves from the board, pending the outcome of the removal proceedings.
 2. If the removal petition is filed against the Organization's President, the Vice-President shall preside over the Removal Proceedings
 - a. In this case, the Vice President shall fulfill the duty of 'Acting President' and preside over the Removal Proceedings.
- E. The Secretary shall send written notice of removal proceedings to the accused member under consideration.
 1. Said notice shall be sent by email, delivery receipt requested, and by any other means likely to reach said member and be transmitted at least 15 days in advance of the meeting.
 2. Said notice shall include the grounds for removal as well as the time and place of the meeting at which removal is to be considered.
- F. The accused shall also have the opportunity to be heard at the meeting at which removal is to be considered.
- G. After the proceedings, the Board may, by a vote in favor of three-quarters ($\frac{3}{4}$) of the Executive Board, remove the officer.
 1. The Secretary shall, within 5 days of the decision to remove the accused officer, send written notice via electronic mail, delivery receipt requested, of the board's decision to all involved parties.
 2. If the vote is not in favor of removal, the accused officer shall be deemed acquitted and shall resume their duties effective immediately.

Section 8: Parliamentary Authority

- A. "Robert's Rules of Order," in its latest edition, shall govern the Organization.
- B. The President may appoint a Parliamentarian to serve in an advisory capacity.

Article IV: Organization Officer Elections

Section 1: Election Rules and Procedures

- A. Elections for Organization Officers shall only be held in odd-numbered years at the Organization's regularly scheduled January Social.
- B. Elections of Organization Officers shall be held via secret ballot.
 1. If a candidate for officer is running unopposed, that officer shall be deemed elected by unanimous consent at the close of nominations.
- C. The serving Organization president shall NOT preside over elections proceedings.
 1. The executive board, by a simple majority vote in favor, shall nominate a chairperson to chair electoral proceedings at the meeting of the executive board immediately preceding the meeting at which the Organization's elections are held.

2. This 'Electoral Chairperson' shall be someone who:
 - a. Is NOT a currently serving member of the executive board of this Organization
 - b. Is NOT nominated for Organization office
 - c. Is NOT a relative of the current Organization president, nor a relative of any candidates currently running for an elected board position.
- D. The Executive Board shall appoint three tellers who are non-board members that shall
 1. Dispense Ballots
 2. Collect Ballots
 3. Tabulate and certify the vote
- E. Officers shall be elected in the following order: President, Vice President, Treasurer, Secretary
 1. Candidates MAY NOT seek a position down-ballot if defeated.
- F. If any election results in a tied vote, another vote on the same ballot shall be conducted.

Section 2: Nominations and Candidates

- A. Nominations for candidacy shall be made from the floor once the floor has been opened for nominations.
 1. Candidates CANNOT be self-nominated.
 2. All nominees must be seconded by another active member
- B. All nominees must meet the following qualifications for candidacy:
 1. Candidates must meet all requirements to be an Active Member of the Organization as defined in Article II, Section 1,
 2. Candidates must be in Good Financial Standing with the Organization, and
 3. Candidates must have achieved and retained active member status for a minimum of 9 months prior to nomination
- C. Nominations cannot be reopened once nominations have been closed

Section 3: Member Qualifications for Voting

- A. Only those qualified Active Members which meet the qualifications stated in this section are deemed eligible to vote in Organization Officer Elections.
- B. To qualify for voting, active members of the Organization must have:
 1. Applied for and retained Active Membership in the Organization for at least 3 months prior to the election date
 2. Be in good financial standing with the Organization, AND
 3. Have attended at least 2 Organization events in the previous 6 months.
- C. An elections committee is responsible for verifying the Qualification of Active Members before the Organization Officer Elections based on the qualifications outlined in Subsection B of this Section.
- D. Quorum for any Organization officer Election shall be one-third (1/3) of all eligible qualified voting members
 1. Official Quorum percentages are to be derived from the total number of qualified active members, NOT the general Active Membership as a whole

Article V: Revenues and Finances

Section 1: Fiscal Year & Assets

- A. The fiscal year shall run from July 1st through June 30th.
- B. Liquidation of assets of the Organization shall require a unanimous consent approval of the Executive Board
 - 1. If the Executive Board does not unanimously approve liquidation of its assets and the organization ceases to function, all assets shall be held in trust by the Florida Young Republicans for the formation of a future Organization in Leon County
- C. The books of the outgoing treasurer may be subject to audit by a committee appointed by the Executive Board at the meeting whereby elections of officers are held
 - 1. The incoming treasurer shall be a member of this committee
- D. The Treasurer shall give a written treasurer's report of the status of all Organization funds including any purchases made by any officers or members since the last meeting
- E. All disbursements from Organization funds shall be made by debit card, check, or electronic means (i.e. Zelle, Paypal, Venmo)

Section 2: Donations

- A. The Treasurer shall be responsible for keeping a list of names of donors and amounts contributed and any other information required by the Federal and State election laws
- B. This information shall be available to all active members

Section 3: Outside Vendors

- A. The use of any outside vendor that is a company currently owned or operated by a member, requires approval of three fourths (3/4) of executive board members prior to any arrangements or contracts being entered into
- B. A board member may not vote on a matter where they are the owner or operator of a company or entity which seeks to do business with the Organization

Article VI: Committees

Section 1: Standing Committees

- A. The organization may have as its standing committees the following, when practical:
 - 1. Social Media and Membership Committee
 - 2. Community and Political Affairs Committee
 - 3. Fundraising Committee

Section 2: Committee Reviews

- A. Each committee shall report regularly to the Executive Board
- B. The Executive Board has the authority to review the activities of each committee

Article VII: Endorsements

Section 1: Official Organization Endorsement

- A. The Organization, by two-thirds (2/3) vote in favor of endorsement by the executive board, may choose to publicly endorse a candidate for office
- B. The Organization may endorse the Republican Candidate for office in any local, state, and/or federal election
- C. The Organization may endorse candidates in non-partisan races
- D. The Organization may endorse a candidate in a Republican-only race when the race decides a winner rather than going to another election, as a means of promoting candidates who reflect the Organization's values

Section 2: Limitation of Endorsements in Republican Primaries

- A. The Organization may endorse a candidate in a Republican Primary, provided that the candidate receiving the Organization's endorsement meets the following qualifications:
 - 1. The candidate receiving an endorsement under this section is an Incumbent seeking re-election, and/or
 - 2. The candidate receiving an endorsement under this section has:
 - a. Retained Active or Honorary Member Status for at least 12 months prior to seeking an Endorsement,
 - b. Attended at least two Organization events in the previous 12 months, and
 - c. Is in good financial standing with the Organization

Section 3: Prohibited Actions

- A. No officer of this Organization may use the Young Republican name to endorse one Republican over another, unless that candidate is receiving the endorsement of the Organization under the terms and conditions of this Article
- B. Neither the Organization as a whole, nor any of its officers, shall in any way publicly support any candidate who is not a registered Republican in multi-party races
- C. Any member of the Organization may work for any political campaign, so long as it is made explicit that their endorsement is personal and shall not be represented as an official endorsement of the Organization

Article VIII: Affiliation with Florida Young Republicans and Young Republican National Federation

Section 1: Affiliate Subordination

- A. The Organization shall be subject to the Constitution and Bylaws of the Florida Young Republicans (FLYR) and the Young Republican National Federation (YRNF)
- B. The Organization shall seek and maintain membership in both said associations
- C. The Organization shall retain its association with the Young Republican National Federation should the Florida Young Republicans choose to revoke their association.

Section 2: Representatives to the FLYR and YRNF

- A. The Organization shall send at least, but not limited to, one (1) representative to each quarterly meeting of the Florida Young Republicans
- B. The official representative of the Organization shall be the highest-ranking officer that is able to attend
 - 1. If none of the Organization officers can attend, the President shall designate a representative to attend on behalf of the Organization
- C. The Organization shall send a delegation of at least one person to each Florida Young Republicans Annual Convention
- D. The Organization may, and is encouraged to, send as many delegates as possible as representatives to the FLYR Quarterlies and Conventions
 - 1. The Executive Board shall appoint the delegates and the alternates to the state convention by the Florida YRs' deadline prior to the annual convention
- E. The Organization may, and is encouraged to, send as many delegates as possible as representatives to the YRNF annual convention
 - 1. The process for selecting delegates to the YRNF delegation shall be determined by the FLYR bylaws

Section 3: Severability

- A. If any of these by-laws are found to conflict with the governing documents of the FLYR or YRNF, or in conflict with the Constitution or the laws of the United States or the State of Florida, it shall not affect any other part of these Bylaws and is declared severable

Article IX: State Conventions

Section 1: Delegates

- A. Delegates and Alternates shall be appointed by the president and approved by the executive board by a simple majority vote in favor by the board
- B. The President of the Organization shall automatically serve as a delegate

The Organization president shall serve as chairperson of the delegation or shall designate a person from the Organization's delegation to serve

Article X: Information Protection

Section 1: Member Personal Information

- A. Information regarding members shall be respected and protected, including but not limited to:
 - 1. E-mail addresses
 - 2. Home addresses
 - 3. Phone numbers
 - 4. Birthdates
- B. All Elected Officers, Appointed Officers, and Members shall NOT use any member's information for monetary or personal gains
- C. Any contact with members must be FLYR, or YRNF related, unless proper permission was specifically granted in writing by the member

Section 2: Organization Owned Accounts

- A. Organization owned accounts are property of the Organization and include, but are not limited to the following:
 - 1. Emails
 - 2. Facebook
 - 3. Twitter
 - 4. Instagram
 - 5. Website
 - 6. LinkedIn
- B. When a new president is elected, all account information shall be passed onto the newly elected President by the outgoing President no later than 10 days after the election
- C. The President and Vice President shall both have access to these accounts
- D. The President may delegate further access of these accounts
- E. When practicable, communications sent from these accounts should be reviewed by the President or Vice President
- F. This section shall apply retroactively

Article XI: Record of these Bylaws

Section 1: Maintenance

- A. These bylaws and constitution shall be maintained in a PDF format with the date of the last change being located on the front of the document

- B. The official bylaws document shall not be kept in a live, editable document.
 - 1. Any editable document shall be deemed a ‘draft’ copy of these Bylaws and not be utilized in an official capacity

Section 2: Availability to the Public

- A. This document must be available publicly to view via the Organization’s website

Article XII: Amendments and Replacements

Section 1: Proposed Amendments

- A. Any proposed amendment, supplement or replacement to these bylaws shall be submitted in writing to the Executive Board at any regularly scheduled executive board meeting
- B. Notice of the proposed amendment must be included on the call of the next executive board meeting and the Secretary shall have an electronic or physical copy of the proposed amendment for board members to see

Section 2: Approving Proposed Amendments

- A. Amendments shall be deemed approved and ratified if approved by a two-thirds (2/3) vote in favor of ratification by the executive board

Article XIII: Miscellaneous

- A. Due to the nature of Capital Young Republicans, when the Legislature of Florida is not in Session or Special Session, meetings and elections may be conducted over electronic methods.
- B. During Committee Weeks, Session, and any Special Sessions, the Organization should strive to planned meetings in person.

Article XIV: Ratification

Section 1: Terms

- C. These bylaws are hereby ratified as the sole governing document of the Capital Young Republicans
- D. All previous or alternative versions of any governing documents of the Organization, including any previous Constitution and Bylaws, are hereby declared null and void.
 - a. All prior variants of this document absolutely may not be considered in any official capacity or re-ratified
- E. Any changes or updated versions of these Bylaws shall go through the proper amendment process defined in Article XII of this document

Section 2: Effective Date

- A. These bylaws are deemed effective on the date of signature of the President and Secretary of the Organization
- B. If there are differences in the dates of signatures, the later date shall be deemed the date of ratification.

Jesse Christian

Jesse Christian, President
Capital Young Republicans

3/24/2024

Date

Kristin Quirk

Kristin Quirk, Secretary
Capital Young Republicans

3/24/2024

Date