

**Hawaii Republican Party  
West Hawaii Republicans  
Party Committee Rules  
Adopted June 3, 2016**

**ARTICLE I. AUTHORITY**

These Rules are established to supplement the portions of the Hawaii Republican Party State Rules, herein referred to as "State Rules", where the West Hawaii County Committee, AKA West Hawaii Republicans, is referred to or responsibilities of the County Committee are outlined as they apply to the County of West Hawaii.

**ARTICLE II. COUNTY COMMITTEE**

SECTION 201. PURPOSES, DUTIES, AND RESPONSIBILITIES.

There is hereby established the West Hawaii County Republican Party County Committee. Under State Rules, West Hawaii County is defined as House Districts 5, 6, and 7 until next reapportionment when the boundaries will be reevaluated by the State Party Rules Committee.

The County Committee shall:

1. Supervise the affairs of the West Hawaii County Republican Party.
2. Endorse candidates in non-partisan County elections and endorse or oppose County ballot initiatives and referenda as allowed by State Party rules.
3. By active participation and involvement:
  - a. Advise and assist with the implementation within West Hawaii County of membership recruitment, voter registration, Get Out The Vote efforts as well as the staffing of polling places with Republican Party Election observers.
  - b. Provide support to Republican candidates in partisan elections, candidates endorsed by the County Committee and/or State Committee in non-partisan elections and support or oppose ballot initiatives in line with the decision of the County Committee and/or State Party.
  - c. Develop and promote the Hawaii Republican Party's philosophy, policies and platform.
  - d. Raise necessary funds for West Hawaii County Republican Party operations and activities and assist in State fund-raising programs.
  - e. Provide a communication link between the members and supporters, the Party and its officers, Republican elected officials, and other Republicans in government.
  - f. Advance the purpose of the Party as set forth in these Rules and the State Rules.
  - g. Recruit and train candidates and provide analysis and management for the Party on campaigns within the County of West Hawaii.
  - h. Promote a County platform consistent with the Party.

- i. Hold regular County Conventions for the purpose, among others, of establishing rules consistent with the State Rules for the governing of West Hawaii County and the House Districts within the County.
  - j. Assist and supervise all House Districts within the County.
  - k. Maintain a County Republican Party membership list in cooperation with the State Party.
4. Hold a County Convention in each odd-numbered year to elect County officers and to make amendments to the County Rules.

#### SECTION 202. MEMBERSHIP.

The County Committee shall be composed of:

1. Officers as elected at the County Convention in each odd-numbered year including Chair, Vice Chair, Secretary, and Treasurer.
2. The immediate Past-County Chair, if he/she is a resident of the County of West Hawaii.
3. The State Party Chair. The State Chair's absence will not affect a quorum.
4. Each House District Chairperson in the County of West Hawaii or the Chair's representative.
5. One representative, who resides in the County of West Hawaii, of each Republican auxiliary organization (as defined by the State Rules) recognized by the West Hawaii County. These representatives will serve as ex-officio members and their absence will not affect a quorum.
6. All elected officials who are both members of the Hawai'i Republican Party and residents of the County of West Hawaii. These elected officials will serve as ex-officio members and their absence will not affect a quorum.
7. The appointed Chairs of the West Hawaii Republican Party Standing Committees. The Committee Chairs will serve as ex-officio members without a vote, and their presence will not affect a quorum.

#### SECTION 203. MEETINGS.

The County Committee will hold a bi-monthly meeting at a time and place established by the County Chair. Additional meetings may be called by the Chair or upon the written request of three members of the County Committee.

#### SECTION 204. QUORUM.

A quorum at any meeting shall consist of one-third of all members of said committee and eligible to vote, but in no event less than three. A majority vote of those present, but not less than a quorum, is required for the adoption of any action.

#### SECTION 205. MEETING ATTENDANCE.

All members of the County Committee are expected to attend every regular meeting in person, or by representation. Failure of any County Committee member (except ex-officio)

to attend three consecutive meetings of the Committee, without excuse from the Chair, shall mean that the office of said officer or representative shall be declared vacant. Attendance by conference call is permitted as authorized by the Chair

SECTION 206. ALTERNATE REPRESENTATION AT MEETINGS. A member of the County Committee who cannot attend a meeting may be represented by his or her immediate elected subordinate officer, if any, as an alternate, without specific designation. If there is no immediate elected subordinate officer, the absent member may be represented by any other member of his or her body, whom he or she designates, in writing prior to the meeting, as an alternate.

SECTION 207. PARLIAMENTARY PROCEDURE.

At any County Committee meeting or convention, the rules of parliamentary procedure as set forth in the most current version of Robert's Rules of Order, shall govern except where inconsistent with these Rules or the State Rules.

### **ARTICLE III. OFFICERS**

SECTION 301. OFFICERS.

The Officers of the County Committee shall consist of a Chair, a Vice Chair, a Secretary and a Treasurer. They shall be elected in each odd-numbered year at the County Convention. The Chair shall not be eligible to serve more than four consecutive years as Chair. Other officers shall be eligible to succeed themselves, without limitation, in the same office.

SECTION 302. VACANCIES.

A vacancy in any office of the County Committee shall be filled within thirty days by appointment by the County Chair and majority vote of the County Committee.

### **ARTICLE IV. DUTIES AND RESPONSIBILITIES**

SECTION 401. DUTIES AND RESPONSIBILITIES OF THE COUNTY CHAIR.

The Chair shall:

1. Preside at all meetings of the County Committee.
2. Appoint all County Committee standing and special committee chairs with approval of the County Committee.
3. Be an ex-officio member of all committees, except nominating.
4. Perform the duties usual to the office or as required by the County Committee.
5. Be an ex-officio voting member of all organized bodies of the County.
6. Serve as a member of the State Committee
7. Recruit and assist Republican candidates.
8. Assist with fundraising in his/her geographical area.

9. Promote the Party by participating in civic organizations.
10. Carry out the Party's public relations program and promote effective communications among the people, the Party and public officials.

#### SECTION 402. DUTIES AND RESPONSIBILITIES OF THE VICE CHAIR.

The Vice Chair shall:

1. Assist the Chair at the direction of the Chair.
2. Assume the duties, responsibilities and authority of the County Chair in his or her absence, or in the event of a vacancy, until the position is filled or until otherwise directed by the County Committee.
3. Recruit and assist Republican candidates.
4. Assist with fundraising in his/her geographical area.
5. Promote the Party by participating in civic organizations.
6. Carry out the Party's public relations program and promote effective communications among the people, the Party and public officials.

#### SECTION 403. DUTIES AND RESPONSIBILITIES OF THE SECRETARY.

The Secretary shall:

1. Keep records and transmit minutes of the County Committee proceedings.
2. Maintain the County Committee files.
3. Perform additional duties as prescribed by the Chair with approval of the County Committee.

#### SECTION 404. DUTIES AND RESPONSIBILITIES OF THE TREASURER.

The Treasurer shall:

1. Receive, safeguard and expend all monies subject to the approval of the County Chair and act as one of the signatories on all check requests and documents.
2. Prepare an annual financial statement, filing a copy with the County Committee and State Party Treasurer. Any Republican in good standing may examine this copy.
3. Perform the usual duties of the office or as required by the County Committee.

### **ARTICLE V. COMMITTEES**

#### SECTION 501. STANDING COMMITTEES.

The Chair of the County Committee shall appoint, with the consent of the County Committee, the Chairs of the following Standing Committees:

1. Resolutions Committee.
2. Membership, Election Workers, and Voter Registration Committee.

### 3. Rules Committee.

These Standing Committees Chairs shall serve as non-voting members of the County Committee.

#### SECTION 502. FINANCIAL CONTROL.

The County Chair and the Treasurer must approve all financial commitments or expenditures except as provided in these Rules or the State Rules.

## **ARTICLE VI. COUNTY CONVENTION**

#### SECTION 601. COUNTY CONVENTION.

The Chair, or, in default thereof, the Chair of the State Party will call a West Hawaii County Convention held during March of every odd-numbered year. Additional County Conventions may be called by the County Chair or by a majority vote of the County Committee.

#### SECTION 602. BASIC REPRESENTATION.

Eligible to vote at such Conventions shall be all State Convention Delegates. State Convention Alternates shall also be Alternates to the Convention.

#### SECTION 603. REPUBLICAN ELECTED OFFICIALS.

Elected Republican officials holding County or State of Hawaii offices shall be delegates to the County Conventions from their respective precincts and shall be in addition to the number of delegates to which their precinct would be entitled under the Section 203 of the State Rules.

#### SECTION 604. NON-VOTING PARTICIPANTS.

The County Committee may also invite other Republicans or guests to attend any County Convention as non-voting participants. The County Committee shall determine the number, allocation and privileges of these participants.

#### SECTION 605. PURPOSE.

The County Convention shall:

1. Elect Officers of the County Committee during each odd-numbered year.
2. Adopt, repeal, or amend the County Committee Rules by two-thirds (2/3rds) vote of the delegates present and voting, provided, however, that all rules so adopted shall be consistent with the State Rules. All rules will take effect upon adjournment of the County Convention at which they are passed, unless otherwise specified.
3. Adopt a County Platform, if so desired, consistent with the State Platform in each General Election year, by majority vote.

#### SECTION 606. ELECTION OF CONVENTION OFFICERS.

The Convention shall elect a Temporary Chair and Temporary Secretary for the Convention. Other officers shall be elected as determined by the Convention. The County Committee

Chair shall appoint all Committee Chairs of the Convention as early as possible to allow work to be completed and reports circulated prior to the Convention date.

**SECTION 607. ELECTION RESULTS.**

The County Secretary shall report the County Committee election results in writing to the State Party Headquarters seven days after the election.

**ARTICLE VII. FUNDRAISING**

**SECTION 701. COUNTY FUNDRAISING.**

All monies raised by the West Hawaii County Republican Party shall be used for West Hawaii County Republican Party activities. All monies raised shall be immediately deposited in the West Hawaii County Account held by the State Party in order to ensure compliance with State and Federal campaign spending laws.

**SECTION 702. CAMPAIGN CONTRIBUTIONS.**

The County Chair will approve any funds for individual campaigns subject to State Rules and State Party approval.

**ARTICLE VIII. INCONSISTENCIES**

If inconsistencies occur between the County Committee Rules and the State Rules, the most recently adopted State Rules shall govern. The State Rules will apply in all matters not mentioned in these County Rules and covered by the State Rules.

Adopted at West Hawaii Republicans Meeting

\_\_\_\_\_  
Date:

Certified by:  
  
\_\_\_\_\_  
Chair

\_\_\_\_\_  
Vice-Chair