

Republican Club of Sun City Bylaws

Approved by membership 94% to 6% as of 9/6/2026

The Republican Club of Sun City, Georgetown, Texas

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Article I: Title and Purpose

Section 1

The official name of the organization is Republican Club of Sun City. The name of the Republican Club of Sun City can be abbreviated as RCSC.

Section 2

The purposes of the RCSC are to:

- a. Strive for Republican Party success in national, state, and local elections.
- b. Provide an opportunity for RCSC members to learn about national, state and local issues.
- c. Provide a forum for elected officials and ability for members to give them feedback.
- d. Provide an opportunity for Sun City members and Associate members to meet candidates for office.
- e. Organize social events for its members.
- f. Support the Mission and Vision statement of the RCSC as posted on the RCSC website.
- g. This organization shall not publicly endorse any candidate for public office in contested Republican Primaries. The club shall not publicly endorse or work for a candidate of another party in any election.

Article II: Ownership

The Organization owns all right, title, and interest in and to its name, logo, trademarks, service marks, email lists, membership rosters, directories, databases, and other intellectual property and proprietary information (collectively, the 'Organizational Assets'). These assets are proprietary to the Organization and may not be used except as expressly permitted herein or by written authorization from the Board

No member, former member, or third party shall use, reproduce, distribute, transmit, display, or otherwise exploit the Organization's logo, email list, membership roster, directory, or any other Organizational Assets without the prior written approval of the Executive Board.

Unauthorized use includes, but is not limited to:

- a. Sending unsolicited emails, newsletters, solicitations, or other communications to any portion of the Organization's email list or membership contacts;

- b. Reproducing, copying, scanning, compiling, or deriving any mailing list, contact list, or database from the Organization's membership roster or email list;
- c. Using the Organization's logo (or any confusingly similar mark) on websites, social media, apparel, signage, advertisements, correspondence, or any other medium in a manner that implies endorsement, affiliation, sponsorship, or official status without express permission;
- d. Nothing in Article II prohibits a member in good standing from stating their membership status in RCSC for professional or personal purposes as long as such statement does not imply club endorsement of any product, service, candidate, or cause without prior authorization of the Board.
- e. Any use that could discredit the Organization, tarnish its reputation, mislead others about the relationship with the user, or imply endorsement of products, services, candidates, or causes.

Members shall promptly notify the Board of any known or suspected unauthorized use of the Organization's email list, membership roster, logo, or other Organizational Assets.

Article III: Membership

Section 1 Resident Members

Members: consists of residents of Sun City Georgetown, Texas, who believe in and support the ideals and principles of the Republican Party and are current with their dues as defined in Article IV.

Only Sun City Resident members are eligible to vote and hold office in RCSC.

Section 2 Associate Members

Associate Members: consists of nonresidents of Sun City Georgetown, Texas, who believe in and support the ideals and principles of the Republican Party and are current with their dues as defined in Article IV.

Section 3 Membership List

To protect the privacy of our club members, the Membership List, member telephone numbers and email addresses are securely maintained and will be shared only with officers and appointed board members as needed to perform their official duties. This list is securely maintained.

Section 4 Using the Name of the Club

No current or past member of the club can use the name of the club in their promotion of or criticism of any candidate or elected official.

Section 5 Dues

All Members must be current with dues as defined in Article IV.

Article IV: Dues

Section 1

Dues for the upcoming year are determined by the Executive Board in October for the coming year.

Section 2

Dues are payable starting in December for the upcoming year. New members may join at any time of the year. The fiscal year is January through December.

Section 3

Members forfeit the membership benefits until required dues are paid.

Article V: The Board

Section 1

The Board consists of: the Executive Board, Webmaster, Communications Director, Parliamentarian, Events Coordinator and Elections Administrator.

Section 2

The Executive Board consists of seven elected offices: President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Hospitality Director and Publicity Director.

Section 3

The Executive Board has the sole authority and responsibility to vote on all policies and procedures for The Club except those requiring membership approval.

Article VI: Elected Officers

Section 1

The Officers are President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Hospitality Director and Publicity Director. These officers constitute the Executive Board. These officers shall vote on all matters presented to the Executive Board.

Section 2

Officers are elected at the October Membership Meeting and will officially be sworn in at the November meeting. All officers must be members in good standing.

Section 3

Officers perform the duties as specified in Article VII and/or in the Standing Rules.

Section 4

A vacancy in an elected office is filled as provided in Article X.

Section 5

Retiring officers are to deliver all appropriate records to the newly elected officers within two weeks after the swearing in event except the Treasurer who shall deliver financial records within 30 days after the swearing in event.

Section 6

All passwords to club accounts will be held by at least two members of the Executive Board.

Section 7

The President shall not engage in any form of candidate support or campaign activity while acting in an official capacity or in a way that implies Club endorsement.

Article VII: Duties of Executive Board Members

Section 1 President

- a. Presides at Executive Board and Membership meetings and as provided in Article XI.
- b. Appoints the Parliamentarian, Webmaster, Events Coordinator, Elections Administrator and Communication Director with approval of the Executive Board.
- c. Appoints Chairman, if needed, of special committees and acts as an ex-officio member to those committees.
- d. Provides election information through the current email system and website to the Membership.
- e. Represents RCSC at all RCSC official functions.
- f. Appoints (2) qualified members to audit the treasurer's records at the end of the fiscal year.

Section 2 1st Vice President

- a. Serves as Program Chair and collaborates with the President to secure speakers and programs for the club.
- b. May preside at any RCSC meeting in the absence of the President.
- c. In the event the President's office becomes vacant, the **1st** Vice President assumes the duties of the President until the first Membership Meeting of the next calendar year.

Section 3 2nd Vice President

- a. Serves as Membership Chair.

- b. Has access to an accurate list of names, addresses, email addresses, and telephone numbers of members.
- c. Recruits new members.
- e. Coordinates with the Treasurer and qualifies new member registrations according to Article III.
- f. May preside at any RCSC meeting in the absence of the President and 1st Vice President.

Section 4 Secretary

- a. Keeps written hard copy of minutes for two years of all RCSC Executive and Membership Meetings and makes them available to members upon request.
- b. May preside at any meeting in the absence of the President and Vice Presidents.
- c. Check signing service as stated in Section 5 Treasurer

Section 5 Treasurer

- a. Receives funds, deposits these funds, and disburses all funds.
- b. Reports the current financial standing at each Executive and Membership Meeting.
- c. Makes a full report at the annual Membership Meeting.
- d. Keeps an itemized account of all receipts and disbursements.
- e. May preside at any meeting in the absence of the President, Vice-Presidents, and Secretary.
- f. The Financial Records will be reviewed by two appointed **non-board** members with the Treasurer before January 31st of the following year. A written review report will be presented by the reviewers to the Executive Board prior to the regular Membership Meeting in January.
- g. Keeps hard copies of financial records for two years and makes them available to members upon request.
- h. All checks must have two signatures, that of the Treasurer, President or Secretary. Electronic payments are reviewed and approved at monthly Board meetings.

Section 6 Hospitality Director

- a. Establishes the room arrangement of tables with the President for the Membership Meeting. Communicates these decisions to the Sun City Community Association.
- b. Plans the meals for regular Membership Meetings and those meals will be with a caterer approved by the Community Association.
- c. Works with the Treasurer to oversee the beverage service committee.

- d. Select and oversee a decoration committee for the Membership Meetings and special occasions.

Section 7 Publicity Director

- a. Works closely with the Executive Board to ensure a consistent message on club activities and events.

Article VIII: Duties of Appointed Board Members

Section 1 Parliamentarian

- a. Appointed by the President and approved by the Executive Board.
- b. Knowledgeable of the bylaws
- c. Advises the President, or other officer, on the application of the bylaws and most current Roberts Rules of Order on any topic.

Section 2 Webmaster

- a. Appointed by the President and approved by the Executive Board.
- b. Manages information posted on the website as directed by the President and Executive Board.

Section 3 Communications Director

- a. Appointed by the President and approved by the Executive Board.
- b. Works with the President to provide communications to the membership through notices, reminders for meetings and social events.
- c. Writes and distributes the RCSC Newsletter after the President has approved it.

Section 4 Elections Administrator

- a. Appointed by the President and approved by the Executive Board.
- b. Responsible for the recommendation for an electronic voting system subject to approval by the Board.**
- c. Responsible for the implementation and operation of the electronic voting system.
- d. Responsible for providing paper ballots to those members that are unable or unwilling to use the electronic voting system.

Section 5 Event Support Coordinator

- a. Appointed by the President and approved by the Board.

- b. Responsible for coordination of ticket sales, badge printing (as required) and verifying admission at the point of entry for club events.

Article IX: Elections

Section 1 Elected Officers

The President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Hospitality Director, and Publicity Director are elected annually. The term of office is from immediately following November's RCSC swearing in of officers until November's RCSC swearing in of officers the following year.

Section 2 Nominating Committee

- a. The President shall appoint a Nominating Committee no later than July 1.
- b. The Nominating Committee consists of 3 to 5 members. Two members of the committee will be members of the Board, with the exclusion of the President.

Section 3 Preparation of Candidates

- a. The Nominating Committee prepares a list of candidates interested and validated for presentation at the September General Membership Meeting. Each nominee must give his/her approval for his/her name to be submitted for nomination. The list of candidates is to be published in the September newsletter. Each nominee must be a Sun City Resident member in good standing (dues paid).

Section 4 Additional Nominations

- a. Additional nominations may come from the floor at the September General Membership Meeting.
- b. Each nominee must be a Sun City Resident member in good standing (dues paid). Each nominee must give his/her approval by written submission to the Nominating Committee or orally from the floor at the Membership Meeting. The Membership Chair will confirm eligibility within 10 days to the Executive Board and candidates.
- c. Eligible nominees may campaign at meetings, events, and social gatherings excluding the individual use of the RCSC email list.

Section 5 Election Process

- a. Elections will be conducted using **electronic** voting and in-person voting. Proxy voting is not permitted.
- b. Voters will receive notifications via email, text, or mail, allowing them to vote from a phone, tablet, or computer.

- c. Electronic voting may start up to 7 days before the October Membership Meeting and concludes at the end of the October meeting.
- d. For those members that cannot or prefer not to vote electronically, a paper ballot will be provided at the beginning of the October Membership Meeting with the completed ballot due by the end of the meeting.
- e. The President with Board approval shall appoint an Election Committee responsible for the conduct of the election including tabulation of results.
- f. **ALL Sun City Resident** membership dues must be paid 7 days before the October Membership Meeting to vote in the election.

Article X: Vacancies

Section 1

Any elected officer may be removed for cause by a majority vote of the Executive Board at a meeting specially called for that purpose.

If an Executive Board member ceases to perform the duties of their office, the President will appoint a person to fill this position. This appointment will be with the approval of the Executive Board.

Article XI: Meetings

Section 1

The use of Sun City facilities by RCSC for meeting and functions are subject to the Community Association Rules and Regulations.

Section 2

All Membership Meetings and other special meetings will be scheduled and held at a time and place as designated by the President.

Section 3

A quorum for the Executive and Membership Meetings is required as defined in Article XIII – Quorum.

Section 4

The order of business of all Membership Meetings includes invocation and pledges of allegiance to the American and Texas flags.

Section 5

The Officers, called the Executive Board, may call special meetings, of The Board, the Executive Board, or of the voting membership. Additionally, a special meeting may be requested in a written request of twenty (20) club members.

Section 6

Notice of all Membership Meetings are given to all members by email at least seven–fourteen (7-14) days prior to a General Membership Meeting and three (3) days prior to any special meeting.

Section 7

When one Republican primary candidate for an office is invited to speak at a RCSC function, then all Republican primary candidates for that office shall be offered equal presentation time at the same meeting.

Section 8

Special meetings of the Executive Board may be called by the President or by the request of a member of the Executive Board. These special meetings may include electronic meetings (example is Zoom). Voting by the Executive Board may be taken by email. These votes require a majority of the Executive Board to pass. These votes will be recorded in the Board minutes at the next Board meeting.

Article XII: Special Committees

Section 1

Committees will be formed and dissolved as the need arises.

Article XIII: Quorums

Section 1 Quorum for the General Membership Meeting

A quorum for a General Membership Meeting of this club shall be 20% of the club's active members present at the meeting.

Section 2 Quorum for the Executive Board Meeting

A quorum for a meeting of the Executive Board shall be a simple majority.

Article XIV: Fiscal Year

The fiscal year is January 1st to December 31st.

Article XV: Parliamentary Authority

The rules contained in Robert's Rules of Order 12th Edition govern all meetings in cases where they are applicable and consistent with these bylaws. The President has final authority on disputes involving meeting rules. Decisions of the President or

presiding officer on questions of parliamentary procedure shall be final and shall not be subject to appeal.

Article XVI: Guidelines for Standing Rules

Standing Rules relate to the details of RCSC administration and not of any parliamentary procedure. Each Standing Rule is adopted by the Board through a majority vote and are documented in a document entitled "Standing Rules. Standing Rules are developed as the need arises. Any specific Standing Rule may also be suspended by a majority vote of the Executive Board.

The Executive Board shall annually review and approve the Standing Rules.

Article XVII: Dissolution and Dispersal of Assets

Upon the dissolution of RCSC, all funds, assets and equipment shall be donated to the Williamson County Republican Party.

Article XVIII: Changes to Bylaws

These Bylaws may be amended by simple majority vote of the Resident members at any regular monthly meeting of this organization provided notice of the Bylaw changes have been given in writing by email to all members at least thirty days prior to a regular meeting. Those voting will be those members who vote electronically prior to the meeting plus those who vote by paper ballot at the designated regular meeting."

Approved by: Executive Board

President: Pete Juhasz

1st Vice President: Christen Alexander

2nd Vice President: Doreen Oswaks

Treasurer: Rodger Soeldner

Secretary: Terry Soll

Publicity Director: Anne Marshall

Hospitality Director: Dixsie Noble

References:

Adopted __ September 6th 2026 _____ Robert's Rules of Order, Bylaws Development – (12th Edition)