

BYLAWS OF THE COLORADO HOUSE DISTRICT 20 REPUBLICAN CENTRAL COMMITTEE

ARTICLE I: NAME

SECTION 1.01

The name of the organization shall be the Colorado House District 20 Republican Central Committee, herein referred to as HD 20.

ARTICLE II: PURPOSE

SECTION 2.01

Recognizing the fundamental principles of the Republican party as reflected in the County, State, and National Platforms, the principal purpose of the HD 20 District Central Committee is to perform the functions set forth in the Colorado Election laws for HD 20, the Colorado Republican, and El Paso County Republican Central Committee bylaws, and to provide an organization for the election of a Republican to the Colorado State House of Representatives from HD 20. (Colorado Republican Committee (CRC) Bylaws, Appendix B-2, Article I, Sect. 2-3, as of 9/13/2023)

ARTICLE III: POLICY

SECTION 3.01

All applicable provisions of the statutes of the State of Colorado, the Colorado Republican, and El Paso County Republican Central Committee bylaws shall be considered as a part of these bylaws. (CRC Bylaws, Appendix B-2, Article I, Section 2)

SECTION 3.02

No candidate for any designation or nomination for Colorado House District 20 Representative shall be endorsed, supported, or opposed by the HD 20 Officers (Chair, Vice-Chair, or Secretary) acting as an entity, before the Primary Election, unless such candidate is unopposed in the Primary Election. (CRC Bylaws, Article III, Section C)

ARTICLE IV: MEMBERSHIP

SECTION 4.01 HD 20 Voting Members

Regular voting membership of the organization shall be:

1. The elected and appointed Republican Precinct Leaders who reside within HD 20.
2. The Chairman, Vice-Chairman, and Secretary of HD 20.
3. The Republican State Senator(s) who reside within HD 20.
4. The Colorado House District 20 Representative who is a member of the Republican Party.
5. The Chairman, Vice-Chairman, and Secretary of the County Republican Central Committee who reside within the territory included in the limits of the District.
(Colorado Revised Statutes (C.R.S.) 1-3-103) (6) (b)

SECTION 4.02 Multiple Offices

Multiple offices shall not entitle a person to more than one vote, excluding a proxy. (CRC Bylaws, Article VIII, Section B)

ARTICLE V: OFFICERS

SECTION 5.01 HD 20 Officers

1. The elected officers of HD 20 shall be a Chairman, Vice-Chairman, and Secretary. They shall assume their duties at the close of the organizational meeting and shall serve for a term of two (2) years and/or until their eligible successors take office. They shall be registered Republicans at least one year immediately prior to their election and shall have resided within the district at least one hundred twenty (120) days prior to their election, as shown by their registration record. (CRC Bylaws, Article XVI, Section C) (C.R.S. 1-3-103) (6) (b)
2. If an officer is elected and found to be ineligible to serve, a vacancy has occurred and shall be filled as per Article VI.

SECTION 5.02 Officer Duties

The Chairman shall:

1. Be the chief executive officer, issue the call, and preside at all meetings of HD 20 and the HD 20 Assembly. (CRC Bylaws, Appendix B-2, Article III, Section 2.A)
2. With the help of the secretary, be the custodian of all books, papers, records, and proceedings of HD 20 and the HD 20 Assembly. (CRC Bylaws, Appendix B-2, Article III, Section 2.A-C)
3. Appoint necessary committees and serve as an ex-officio member of committees. (CRC Bylaws, Appendix B-2, Article III, Section 2.A)
4. Shall instruct the secretary to provide a list of the elected officers and members of the vacancy committee selected, together with their mailing address, zip code, and telephone number to the El Paso County Republican Party Chairman, the State Party Chairman, and the Secretary of State immediately following the organizational meeting. (CRC Bylaws, Article XVI, Section B.1)
5. With the help of the secretary, shall file a copy of any new bylaws or amendments to the State and El Paso County Party within thirty (30) days of their adoption. (CRC Bylaws, Article XVI, Section A)
6. Be responsible for seeing that the arrangements are made for the HD 20 Assembly.

The Vice-Chairman shall:

1. Exercise the functions of the Chairman in his/her absence or inability to perform or at the Chairman's request.
2. Perform such other duties as may be prescribed by the Chairman.
(CRC Bylaws, Appendix B-2, Article III, Section 2.B)

The Secretary shall:

1. Be the chief clerical officer of HD 20 and shall make a complete record of all proceedings and all committee meetings of HD 20 and the HD 20 Assembly.
2. Prepare and have in readiness upon the convening of an HD 20 Assembly, a roll of the delegates (and alternates) entitled to participate. This roll of delegates shall be based upon the report of the Credentials Committee of the County Assembly.
3. Prepare and verify all credentials for delegates (and alternates) and certificates of designation that shall be made by the HD 20 Assembly.
4. In the event of any emergency and in the absence of the Chair and Vice-Chair, may call a meeting of HD 20 and shall preside until the election of the Chairman Pro-tem which shall take place immediately.
(CRC Bylaws, Appendix B-2, Article III, Section 2.C)

SECTION 5.03 Officer Nominations

Nominations of candidates for Chairman, Vice-Chairman, and Secretary shall come from the floor and be made only by members of HD 20, in person or by proxy.

SECTION 5.04 Election of Officers

1. Election of the officers shall be by secret ballot (that is dropped in a ballot box by individual members or proxy). Where there is only one nominee for an office, election may be by acclamation. (CRC Bylaws, Appendix B-2, Article III, Section 3.C)
2. Officers shall be elected individually and by a majority of the votes cast by those present and voting in person or by proxy. (CRC Bylaws, Article VI, Section B.1)
3. If more than two (2) persons are nominated for a position, and after three (3) ballots have been taken no nominee has received the required majority vote, then, unless one or more nominees have withdrawn during or following such balloting, the nominee receiving the least votes on the last of the three (3) ballots shall be dropped for all subsequent ballots. The nominee receiving the least votes on each ballot thereafter shall also be dropped from subsequent ballots, unless one or more other nominees withdraw following such ballot. Balloting shall continue in such manner until a majority vote is cast for one nominee. (CRC Bylaws, Article VI, Section B.2)

SECTION 5.05 Officer Removal

1. Removal - Any officer may be removed from office at any time for whatever cause HD 20 may deem sufficient, by a vote of two-thirds (2/3) of the members of HD 20 present or represented by proxy at a meeting called for that purpose.
2. This meeting shall be a "requested/special meeting," for that purpose and shall meet all the requirements as stated in Article VII, Section 7.04.

ARTICLE VI: VACANCY IN HD 20 OFFICERS

SECTION 6.01 HD 20 Office Vacancy

A vacancy in an office shall exist in the event of ineligibility to hold office, death, resignation, removal, permanent absence, or permanent disability of the officer. The assembly vacancy committee shall consist of the members listed in Article IV Section 4.01 of these bylaws. Vacancies shall be filled as follows:

1. A vacancy of Chairman: The Vice-Chairman shall automatically succeed to the powers and duties of the Chairman and shall serve until the next organizational meeting. The new Chairman shall appoint a new Vice Chairman who shall serve until the next organizational meeting.
2. A vacancy of Vice-Chairman or Secretary: The Chairman shall appoint a Vice Chairman or Secretary to act until the next meeting of HD 20, when HD 20 shall fill the vacancy. Notice of such an election shall be in the call of such meeting (if other than an organizational meeting).
3. In the event the Secretary is elected Vice-Chairman as stated in Art. VI 6.01.2 of this article, a new Secretary may be elected during the same meeting without notice, having been stated in the call.

ARTICLE VII: MEETINGS

SECTION 7.01 Organizational Meeting

The Organizational Meeting shall be held on the same date as the El Paso County Republican Central Committee's organizational meeting for the purpose of electing a Chair, Vice-Chair, and Secretary. (C.R.S. 1-3-103) (I) (c)

SECTION 7.02 Venue Change Recess Policy

A recess is called due to a meeting that ends and must resume. If a meeting must be halted or disbanded prior to the completion of its intended purpose or agenda, the meeting shall be deemed to stand in recess until it is resumed and completed at an alternate time and location which will be provided in the call.

SECTION 7.03 Special Meetings

1. Special Meetings shall be held upon the call of the Chairman, or in the event of the Chairman's absence or inability to act, upon the call of the Vice-Chairman, or in the event of an emergency and in the absence of both officers above, upon the call of the Secretary.
2. Notice of special meetings of HD 20 shall be called upon the written request, signed by one-third (1/3) or more of the voting members of HD 20 (see Article IV of these bylaws). The notice of such meeting shall be mailed or emailed to each voting member of HD 20 within ten (10) days after receipt of the request. The meeting shall be held no less than fifteen (15) nor more than thirty (30) days after the date such notice is mailed or emailed. The purpose of such a meeting shall be clearly stated in the call. (CRC Bylaws, Appendix B-2, Article V, Section 2)

SECTION 7.04 Official Call

The Official Call shall be in writing by e-mail or mail to the last address of each member on file with the Secretary of HD 20. It shall state the date, time, and place of the meeting, the business to be conducted except for "requested meetings". Except for "requested/special" meetings, the meeting may consider items not in the call at the discretion of the Chair. (CRC Bylaws, Article VII, Section E)

1. The call shall be mailed or emailed at least twenty (20) days prior to the date of the meeting.
2. When amendments to the Bylaws are to be proposed, the call shall be mailed or emailed at least twenty (20) days prior to the meeting. All members shall receive a copy of amendments in the call.

SECTION 7.05 Quorum

Except for Vacancy Committee(s), a quorum shall consist of those voting members present of HD 20 or represented by a proxy, provided proper notice has been issued. (CRC Bylaws, Appendix B-2, Article VI, Section 3)

ARTICLE VIII: VOTING AND PROXIES

SECTION 8.01 Voting

Voting, except for the election of officers, (Article V: Section 5:04), shall be by voice, standing, or hand vote, unless a roll call vote or secret ballot is requested by a motion properly made and passed by one-third (1/3) or more of those members present, in which case roll call shall be made or ballots distributed when each member, or his/her proxy's name is called. (CRC Bylaws, Article VIII Section A)

SECTION 8.02 Voting by Proxy

Voting by Proxy shall be in accordance with the following:

1. A proxy of a member absent at roll call shall be designated on a written form which shall be signed by the member, dated, witnessed, and delivered to the Secretary before the meeting is called to order. (This requirement may be waived by HD 20 in special circumstances, subject to a majority of the HD 20 voting membership present.) (CRC Bylaws, Article VIII, Section D)
2. A proxy of a member present at roll call who subsequently leaves the meeting, may be submitted on a written form which shall be signed by the member, dated, witnessed, and delivered to the Credentialing Committee/Secretary for recording at any time during the meeting. This proxy becomes eligible to vote on the next round of ballots after official credentialing of the proxy form. (CRC Bylaws, Article VIII, Section D, 4)
3. A proxy shall apply only to a single meeting. (CRC Bylaws, Article VIII, Section D, 1)
4. The individual designated as a proxy shall be a Republican elector and reside within the same precinct as the principal he/she represents. The proxy may vote only if their principal is absent at the time of the vote. (CRC Bylaws, Article VIII, Section D, 2)
5. Any member of HD 20 shall have the right to examine the proxies prior to the taking of any vote. (CRC Bylaws, Article VIII, Section D, 5)
6. No individual shall vote more than two (2) proxies at a meeting.
7. Multiple offices shall not entitle a person to more than one vote, excluding a proxy. (CRC Bylaws, Article VIII, Section B)

ARTICLE IX: COMMITTEES

SECTION 9.01 Executive Committee

The Executive Committee, composed of HD 20 elected officers, shall meet at times and places designated by HD 20 Chairman to discuss matters related to the efficient and orderly operation of HD 20.

SECTION 9.02 Bylaws Committee

The HD 20 Chair shall appoint the Bylaws committee to review all proposed amendments and make recommendations to the Committee, and to notify members of mandatory changes in the Colorado Election laws or the Bylaws of the Republican State Central Committee. (CRC Bylaws, Article XVIII, Article XIX)

SECTION 9.03 Special Committees

The Chairman shall appoint other special committees, as necessary.

ARTICLE X: REPRESENTATIVE DISTRICT ASSEMBLY

SECTION 10.01 District Assembly

1. HD 20 Assembly shall be held no later than seventy-three (73) days preceding the primary election date. The HD 20 Assembly shall be held on the same date as the County Assembly in which HD 20 lies, in those years in which the office of representative is designated for election. (C.R.S. 1-4-601) (1) (a)
2. The call of the HD 20 Assembly shall include a statement of the time, place, and purpose of the Assembly. The call of the HD 20 shall, at the request of the District Chair, be included in the call of the County Assembly. Failure to properly call the district assembly shall not invalidate the proceedings if it is announced during the County Assembly before the HD 20 Assembly is called

to order. All delegates and alternates must be notified and provided sufficient time to report to the venue, prior to calling the HD 20 Assembly. (CRC Bylaws, Article XIII, Section C.2-3)

SECTION 10.02 Delegates and Alternates

The delegates and alternates elected at the precinct caucuses to the El Paso County Republican Assembly within HD 20 shall also serve as delegates and alternates to HD 20 Assembly. (Such delegates and alternates shall meet the requirements as listed in C.R.S. 1-4-602.

1. Any vacancy in a delegate place shall be filled only by an alternate present, selected from that precinct list of alternates in their numerical order, beginning with the first alternate.
2. A quorum of the assembly shall consist of those delegates present, provided each member has been given adequate notice of the meeting.

SECTION 10.03 Proxies and Voting

1. No proxies shall be allowed or recognized in the assembly.
2. For the purposes of the Bylaws, what is commonly known as the "unit rule", by which the entire vote of a delegation is cast according to the majority vote within the delegation, shall not be enforced nor adhered to. (C.R.S. Bylaws, Article XIII, Section F.2)

SECTION 10.04 Assembly Balloting

The HD 20 Assembly shall take no more than two ballots for each office to be designated. Every candidate receiving thirty percent (30%) or more of the votes of all duly accredited HD 20 delegates, who are present and voting for that office, shall be certified by an affidavit of the presiding officer and Secretary of HD 20.

1. If no candidate receives 30% or more of the votes of all duly accredited assembly delegates who are present and voting, a second ballot must be cast on all the candidates for that office. If on the second ballot no candidate receives 30% or more of the votes cast, the two candidates receiving the highest number of votes must be certified as candidates for that office by the assembly. (C.R.S. 1-4-601) (2) (a)
2. The certificate of designation by assembly must state the name of the office for which each person is a candidate, the candidate's name and address, and must certify that the candidate has been a member of the Republican party for the period of time required by party rule. (C.R.S. 1-4-601) (2) (a)
3. The certificate of designation must indicate the order of the vote received at the assembly by candidates for each office, but no assembly shall declare that any one candidate has received the nomination of the assembly. The certificate of designation must be filed in accordance with Colorado law. If two or more candidates receiving designation under this subsection have received an equal number of votes, the order of certification of designation is determined by lot by the candidates. (C.R.S. 1-4-601) (2) (a)

SECTION 10.05 Qualifications for Nominee Designation

Qualifications for nominee designation for State House of Representatives:

1. A nominee shall be a U.S. citizen, a resident of Colorado for one (1) year, a resident of HD 20 for twelve (12) months, and at least 25 years old. (Colorado Constitution, ARTICLE V, Section 4.)
2. No person shall be eligible for designation by the HD 20 Assembly to the Republican primary election ballot unless such person possesses the constitutional and statutory qualifications for such elective office and shall have been affiliated as a Republican from the first business day of January immediately preceding the primary election as shown by the voter registration rolls maintained by the El Paso County Clerk and Recorder. (C.R.S. 1-4-601) (4) (a)

SECTION 10.06 HD 20 Assembly Vacancy Committee

A vacancy in party designation caused by the situations listed below shall be filled by a HD 20 Assembly Vacancy Committee. The assembly vacancy committee shall consist of the members listed in Article IV Section 4.01 of these bylaws.

1. The failure to designate a candidate at the District Assembly. (C.R.S. 1-4-1002)
2. The declination, death, disqualification, resignation, or withdrawal of the person previously designated as a candidate for nomination by the District Assembly. (C.R.S. 1-4-1002, and 1-4-1003)
3. The declination, death, disqualification, resignation, or withdrawal of the person nominated at the Republican primary election. (C.R.S. 1-4-1005)
4. The declination, death, disqualification, or withdrawal of a candidate for elective office after a primary at which a nomination could have been made for the office had the vacancy then existed. (C.R.S. 1-4-1005 and 1-4-1006)

No person is eligible for appointment to fill a vacancy in party designation or nomination unless the person would have met all the qualifications of eligibility to be designated to the primary election ballot as enumerated in Section 10.05 at the time of the District Assembly. The Assembly Vacancy Committee shall certify the results of its selection to the Colorado Secretary of State in accordance with law.

SECTION 10.07 HD 20 Elective Office Vacancy Committee

When a vacancy occurs in the office of the Republican Elected Representative of HD 20 caused by the situations listed below, the vacancy shall be filled by a HD 20 Elective Office Vacancy Committee consisting of the members listed in Article IV Section 4.01 of these bylaws.

1. The death or resignation of a person who has been sworn into office.
2. The death or resignation of a person who has been elected to a seat but who has not yet been sworn into office.
3. A vacancy in a party nomination, occurring less than eighteen days before the general election, which is caused by the declination, death, disqualification, or withdrawal of any person nominated at the primary election.
4. A person not taking the oath of office within the time period required by law.

The vacancy shall be filled until the next regularly scheduled general election. The Elective Office Vacancy Committee shall certify the selection of the person who meets the qualifications for Elective Office to the Colorado Secretary of State within thirty (30) days from the date the vacancy occurs. (C.R.S. 1-12-203)

SECTION 10.08 Notice of Vacancy Committee Meeting

Notice of any meeting of any Vacancy Committee shall be emailed or sent by mail to each member of the committee at least ten (10) days prior to such meeting, or in accordance with the notice provisions required by Colorado Revised Statute, whichever is shorter. Such notice shall clearly state the date, time, place, and purpose of the meeting. (C.R.S. 1-12-203)

SECTION 10.09 Vacancy Committee Meeting Quorum And Proxies

1. The quorum for any Vacancy Committee meeting shall be one-half (1/2) of the assigned committee members present in person. (C.R.S. 1-12-203)

2. Proxies are permitted for District Officer Vacancy Committee meetings. Proxies are not permitted for any other vacancy committee meeting or any electronic meeting. (C.R.S 1-4-1002-1005 (3) (b) (III) (C.R.S 1-12-203) (3) (a)) If a quorum is not present at any Vacancy Committee meeting, the committee shall adjourn the meeting to a future date, time, and place, within the period required under law to fill the vacancy, without republishing notice of the new meeting. (C.R.S 1-12-203) (3) (a)

ARTICLE XI: AMENDMENT OF THESE BYLAWS

SECTION 11.01 Amendment

These bylaws may be amended at any regular or special meeting of the HD 20 Central Committee by the affirmative vote of two-thirds (2/3) of those members present and voting, provided that the proposed amendment was submitted, in writing, to the officers for review, emailed/mailed at least twenty (20) days prior to the meeting, and reference was made to the proposed amendment in the written notice of the meeting. (CRC Bylaws, Article XX, Section A)

SECTION 11.02 Previous Notice

If previous notice of a proposed amendment was not given, unanimous consent of the members of the HD 20 Central Committee who are present at the meeting must be obtained before such amendment may be offered for consideration. (CRC Bylaws, Article XX, Section B)

ARTICLE XII: MISCELLANEOUS

SECTION 12.01 Controversies

1. In the event any controversy arises in HD 20 which cannot be resolved, the controversy shall be determined by the El Paso County Central Committee or the El Paso County Executive Committee. In the event the controversy is determined by the Executive Committee, any party to the controversy may appeal the decision to the El Paso County Central Committee.
2. The Colorado State Republican Central Committee has full power to pass upon and determine all controversies concerning the regularity of the organization within any congressional, judicial, senatorial, representative, or county commissioner district or within any county. The state central committee may make rules governing the method of passing upon and determining controversies as it deems best. All determinations upon the part of the state central committee shall be final. (C.R.S. 1-3-106)

SECTION 12.02 Parliamentary Authority

ROBERT'S RULES OF ORDER NEWLY REVISED shall govern HD 20 in all cases to which they are applicable and in which they are consistent with these bylaws, the bylaws of the El Paso County Republican Central Committee, the State Republican bylaws, or the Election Laws of the State of Colorado. (CRC Bylaws, Article XVIII)

HD 20 Bylaws were adopted by the HD 20 Central Committee on September 13, 2023.

Handwritten signature of Tim Burt in black ink.

Chairman, House District 20

Handwritten signature of Stephanie in blue ink.

Vice-Chairman, House District 20