



The El Paso County Republican

Strategy Forum Bylaws

El Paso County, Colorado

Revised: February 28, 2024

Article I: Name

The name of this organization shall be The El Paso County Republican Strategy Forum (The Forum or RSF).

Article II: Purpose

To bring awareness, through education and fact finding, to “We the People” by supporting our free market exchange system and the limited size of government while holding government officials accountable to the U.S. and Colorado Constitutions.

Article III: Policy

Section 3.01: State Law

A. The laws of the State of Colorado applicable to The Forum are hereby incorporated by reference and shall supersede any provision of these Bylaws which may be in conflict.

Section 3.02: Gender

A. All reference to male includes the female, and the masculine pronoun includes the feminine.

Section 3.03: Primary Contests

A. In furtherance of the El Paso County Republican Strategy Forum’s mission to educate the voters, candidates in primary elections will be thoroughly evaluated for the purpose of making a voting guide for the public. Only relevant, factually based information will be considered.

Article IV: Membership

Section 4.01: Requirements

A. Persons interested in The Forum sanctioned activities may become eligible for consideration of (active, voting) membership in The Forum by meeting the following minimum requirements:

1. Be a registered Republican Voter,
2. Reside within El Paso County,
3. Demonstrate their interest in supporting The Forum activities by documented attendance at four (4) or more meetings (or other activities acceptable to the membership) in the last three (3) months,
4. Complete an application form approved by the elected officers,
5. Be accepted by two-thirds (2/3) vote of the members present at a regular meeting and
6. Pay the annual calendar year fee (dues). If the fee has not been paid within six (6) months of acceptance by the members, the acceptance expires and items one (1) through five (5) must be reestablished.

B. The Forum shall establish the annual calendar year fee (dues) amount. For uninterrupted membership, the annual fee is due and payable on or before January first of the New Year. After January first a member cannot vote until the fee is paid to the Treasurer. Dues payments will not be accepted during the organizational meeting.

C. All members and guests of The Forum must adhere to a professional, positive and respectful attitude during all meetings/events of The Forum and be courteous when another member has the floor. Violation of this Section is grounds for expulsion, suspension or censure pursuant to Section 4.03.

D. Non-members are considered guests and are welcome but may be excluded from any portion of any meeting/event of The Forum that, in the opinion of the Chair, is sensitive and confidential. New guests will be asked to identify themselves by the Chair.

E. Informing the guests about the purpose, policies or procedures of The Forum should not interfere with normal business during regular meetings.

Section 4.02: Member Information Management

A. The Forum shall adopt rules and policies regarding data privacy and governing the release of data, including contact information such as phone numbers and e-mail addresses. After approval by The Forum officers, this information will only be released to third parties who have signed a non-disclosure agreement.

B. Notices required for meetings under these Bylaws will be sent by e-mail or cell phone text message, as determined by the Secretary, to all members who have provided correct and current email addresses or cell phone numbers to The Forum. This paragraph does not prohibit providing notice to established guests who have requested notice.

Section 4.03: Expulsion, Suspension or Censure of Members or Guests

A. Expelling, suspending or censuring a member or guest of The Forum may be done and, when done, must be done according to the following procedure:

1. Any member of The Forum may bring charges against another member or guest of The Forum at any regular meeting,
2. The charges must indicate the action requested (expulsion, suspension or censure),
3. The charges must specifically state the behavior upon which the charges are based and the detailed basis must be recorded in the record of the meeting,
4. The person charged, if not immediately present to hear the charges, must be notified of the charges, the basis for them and the identity of the person bringing the charges,
5. The person charged must be given a reasonable opportunity to respond to the charges at a regular meeting of The Forum. The notice provided to the person charged must be delivered at least five (5) days prior to the meeting,
6. The chair may exclude non-members from this portion of the meeting and must exclude them if the person charged or any member requests it,
7. The chair may call for a vote on the issue at any time after the person charged has had opportunity to respond. However, if the vote is not immediately taken it must be placed on the agenda of another regular meeting and notice given to the membership and
8. A fifty five percent (55%) majority of the votes cast is required to expel, suspend or censure a member or guest.

Article V: Meetings of The Forum

Section 5.01: Call of Meetings

A. The Call of the meetings of The Forum shall be e-mail or cell phone text message, as determined by the Secretary, to the current address or number of each member on file with the Secretary.

B. The Call shall be made no fewer than three (3) days before the date of the meeting, if a change has occurred to location or time.

C. The Call shall state the time and place of the meeting and the business to be conducted.

Section 5.02: Time and Place of Meetings

A. Regular meetings shall be held a minimum of twenty-four (24) times per year. Weekly meetings will be the norm, except during the summer and at Christmas time.

B. Other meetings, either regular or special shall be held either at such time and place as designated by the Officers, or upon the Call of the Chair; or in the event of the Chair's absence or inability to act, upon the call of the Vice-Chair.

Section 5.03: Quorum

A. A quorum for any meeting of The Forum shall be those members present.

Article VI: Voting

Section 6.01: Method

A. Officers shall be elected individually and by majority vote using a secret ballot, unless there is only one nominee for that office. In that case, election shall be by acclamation.

B. If more than two (2) persons are nominated for an office, and after the ballot no nominee has received a majority vote, then (unless one or more nominees has withdrawn during or following this balloting) the nominee receiving the least number of votes on the ballot shall be dropped from all subsequent ballots. Balloting shall continue in this manner until a majority vote is cast for one nominee.

C. Other than the election of officers, the Chair may rule that voting shall be by a particular method and such rule shall stand unless a member shall by motion propose another method and such motion shall carry.

Article VII: Officers

Section 7.01: Composition

A. The elected officers of The Forum shall be a Chair, Vice-Chair, Treasurer, and Secretary.

B. The officers of The Forum must be registered Republicans and residents of the State of Colorado for one (1) year as shown by the registration records.

C. The elected officers of The Forum shall serve for a one (1) calendar year term following the organizational meeting, or until their successors are elected and qualified.

D. Officers agreeing to continue are allowed to serve in the same office for consecutive annual terms.

Section 7.02: Duties

A. Chair

1. The Chair shall be the chief executive officer of The Forum. It shall issue the Call and preside at all meetings of The Forum and shall observe and enforce the rules and regulations prescribed by The Forum and these Bylaws.
2. The Chair shall have the power to appoint subordinate staff members as necessary.
3. The Chair shall promote The Forum by attending various functions and increase membership count by recruiting and promoting The Forum's Mission Statement.

B. Vice-Chair

1. The Vice-Chair shall exercise the functions of the Chair during its absence, during its inability to act or at the request of the Chair.
2. The Vice-Chair shall perform such other duties as shall be prescribed by the Chair.
3. The Vice-Chair responsibilities will be to organize all logistical activities such as event planning, running meetings as well as promoting The Forum by attending various functions and increase membership count by recruiting and promoting The Forum's Mission Statement.
4. In the case of the Chair's permanent unavailability to act or permanent absence from El Paso County, the Vice-Chair shall automatically succeed to all powers and duties of the Chair and shall call an organizational meeting to be held within fourteen (14) days to determine, pursuant to Section 7.03, who will be chair. In the event that someone other than the Vice-Chair is elected to the office of Chair, the Vice-Chair continues to hold the office of Vice-chair.

C. Secretary

1. The Secretary shall be the chief clerical officer of The Forum and shall make a summary record of all of the proceedings of The Forum.
2. The Secretary shall perform such other duties as may be prescribed by the Chair.
3. The Secretary shall attest to all calls for meetings of The Forum. It shall be responsible for making and preserving a summary record of all proceeding at meetings.
4. In the event of an emergency and in the absence of the Chair and Vice-Chair, the Secretary may call a meeting of The Forum.
5. In the event the Treasurer should be permanently absent from El Paso County, or otherwise fail to serve, the Secretary shall automatically succeed to the powers and duties of the Treasurer until the vacancy is filled as provided for in Section 7.05.
6. The Secretary shall be the custodian of the books, papers, records and proceedings of The Forum. The Secretary will also create and maintain a list of e-mail addresses and phone numbers for the entire membership, plus a separate list of available e-mail addresses and phone numbers for established guests. The Secretary will hold the file of Membership Application Forms for the current year and for previous years, after they

have been processed by the Treasurer. The Treasurer may request that the Secretary hold previous financial records created by the current Treasurer and by previous Treasurers.

D. Treasurer

1. The Treasurer shall receive all monetary income and disburse all monetary expenditures of The Forum.
2. The Treasurer shall prepare a quarterly written financial statement for The Forum, to be presented at the first regular meeting after the start of each quarter, reflecting the income and expenditures since the preceding report.
3. The Treasurer shall file with the appropriate authorities all statements and reports required by Colorado and Federal law.
4. The Treasurer shall comply with all other applicable Colorado and Federal laws.
5. The financial report report and all reports filed with local and state governments shall be available for inspection to members of The Forum and approved by the Officers.
6. The Treasurer shall perform such other duties as are prescribed by the Chair.

E. Two signatures of Forum officers will be required on each Forum check over \$300 written from The Forum's account. Checks written for less than \$300 will only require the signature of one officer. Debit card charges must be approved prior to the expense.

Section 7.03: Election

A. The Chair, Vice-Chair, Treasurer and Secretary shall be elected by a majority of the votes cast by those present and voting at an organizational meeting of The Forum.

B. The newly elected officers shall assume office immediately after they are elected.

C. Written notice giving the time, place and purpose of this organizational meeting shall be e-mailed or texted to each member of The Forum at least fourteen (14) days before any such meeting is held.

Section 7.04: Removal

A. Any elected officer of The Forum may be removed from office at any time for whatever cause The Forum may deem sufficient, by a vote of two-thirds (2/3) of those present at a meeting of The Forum called for that purpose.

B. Written notice giving the time, place and purpose of this meeting shall be e-mailed or texted to each member of The Forum at least Fourteen (14) days before any such meeting is held.

C. The officer or officers proposed for removal shall have at least fourteen (14) days notice in writing, by e-mail or by text of the time, place and purpose before any such meeting is held.

D. The action of a sufficient number of Forum members shall be final.

Section 7.05: Vacancies

A. A vacancy in an office shall exist in the event of an officer's inability to hold office, death, resignation, removal, permanent absence from El Paso County or permanent disability. The Forum members shall decide by a majority vote whether sufficient evidence of a vacancy exists.

B. A vacancy in the office of Chair shall be filled as provided in Section 7.02B4.

C. Vacancies in the offices of other than the Chair shall be filled as provided in Section 6.01.

Article VIII: Committees

Section 8.01: Digital Presence Committee

A. The primary purpose of the Digital Presence Committee (Hereinafter referred to as The Committee) is to provide general oversight of The Forum's digital presence content and to inform The Forum officers and members of any changes, additions or deletions of content of The Forum's digital presence.

B. Procedures of The Committee shall be as specified in an addendum to The Forum Bylaws. The addendum shall specify:

1. Roles and responsibilities of The Committee,
2. Guidelines for acceptable digital presence content and
3. Procedures for adding, changing or removing digital presence content.

C. The addendum shall not be considered a part of the Bylaws and is not subject to the amendment procedures of Article IX.

D. All members of The Committee shall be members of The Forum. The Committee may consult with guests or outside sources for advice and assistance when necessary.

E. The Committee members shall be appointed to serve by the Chair.

F. A member of The Committee may be removed by a fifty five percent (55%) majority of votes cast by members of The Forum members present at any regular meeting provided the meeting notice included that as an agenda item.

Section 8.02: Other Committees

A. The Chair, as is necessary in its judgment, may appoint other committees to serve at the pleasure of the Chair.

Article IX: Amendment or Revision of the Bylaws

Section 9.01: Noticed Amendments

A. These Bylaws may be amended at any meeting by a two-thirds (2/3) vote of those present and voting, provided that the proposed amendment was included in the official call e-mailed or texted no less than seven (7) days before such meeting.

Section 9.02: Amendments Without Notice

A. If previous notice was not given in the Call, the unanimous consent of all Forum members present in person must be obtained before an amendment to the Bylaws may be considered.

Section 9.03: Amendments Referencing Colorado Election Code

A. If the proposed amendment references the Colorado Election Code, the reference notations herein may be amended by a majority vote of The Forum.

Article X: Parliamentary Authority

Robert's Rules of Order, Newly Revised, shall govern The Forum whenever they are applicable and are not inconsistent with the Colorado Election Code or these Bylaws.

Article XI: Severability

Any Section or Article hereof determined to be in conflict with any law, rule, or regulation, and invalid or unenforceable by reason thereof, shall be deemed to be severable from any and all other Sections and Articles and such determination of invalidity or unenforceability shall not deem the entire Bylaws void and null.

Adopted at a regular meeting on February 28, 2024