

BYLAWS
DISTRICT 34 REPUBLICAN PARTY OF NORTH DAKOTA

Amended December 11, 2024

ARTICLE I
NAME

The name of this organization shall be the District 34 Republican Party of North Dakota.

ARTICLE II
OBJECTIVES

The objectives of the organization shall be as follows:

1. To promote an informed electorate through political education and involvement;
2. To foster grassroots involvement in and loyalty to the Republican Party and to promote its ideals and purpose;
3. To endorse and promote for the election of Republican candidates for the North Dakota State Legislature;
4. To work for and promote the election of the Republican Party's nominees and candidates for public office;
5. To provide representation of the Republican voters of District 34 before the North Dakota Republican Party, its committees, and conventions, to the fullest extent possible;
6. To raise funds for the District, district endorsed candidates and the North Dakota Republican Party; and
7. To identify and encourage the voting of electors at all special and general elections.

ARTICLE III
MEMBERSHIP

SECTION 1. Objectives:

Members of the District 34 Republican Party of North Dakota are those persons who either voted or affiliated with the Republican Party at the last general election or intend to vote or affiliate with the Republican Party at the next election.

1. Membership shall be granted to any qualified elector that resides in the District and is compliant with the statutes of North Dakota, the rules of the North Dakota Republican Party, and these bylaws believing in the principles of the Republican Party and intending to support its candidates; and
2. In the case of the right of a person to participate in the caucus or endorsing convention is challenged, the question of their right to participate shall be decided by a vote of the

whole caucus or endorsing convention. A person so challenged may not vote on the question of their right to participate in the caucus or convention, and a two-thirds vote of the whole caucus shall be required to exclude a person from participation.

SECTION 2. Membership Requirements:

1. In order to be considered a member or member in good standing, a person must be a paid member of the North Dakota Republican Party;
2. Members must be paid members of District 34 Republican Party of North Dakota whose fees shall be based upon a set amount by the District 34 Executive Committee as set forth in Article VIII; and
3. Said fees shall be used in the discretion of the District 34 Executive Committee for elections, fundraisers, endorsement of candidates and/or incumbent candidates, or any other expenditure in the sole discretion of the Executive Committee, subject to Article VIII.

ARTICLE IV
PRECINCT ORGANIZATION

SECTION 1. Call to Precinct Caucus:

1. On or before May 15th following the last preceding general election, a party caucus must be held by every election precinct at a site within or reasonably close to the precinct. After any redistricting process, it may be necessary to hold an additional caucus to reorganize the precincts and district.
2. The District Chair shall issue the call for the Precinct Caucus at least twenty (20) days before the date set for the caucus and the call shall contain the following:
 - a. Name of the Party;
 - b. Precinct number or name;
 - c. Date, time, and place of caucus;
 - d. A statement of the business to be conducted, including the election of precinct committee people and such other persons as provided by state law; and
 - e. The name of the District Chair issuing the call.
3. The District Chair shall provide ten (10) days published notice in the official county newspaper. The District Chair may include the information required by this section for all precincts in this district in one notice for publishing purposes.
4. The District Caucus shall be noticed on the state party website at least ten (10) days in advance. The notice must also precede any deadlines set by participation requirements by ten (10) days. All necessary details of participation requirements for prospective participants, including candidates, must be provided within the notice.

SECTION 2. Participation and voting at Precinct Caucuses:

1. Only those persons who are qualified electors may vote or be elected as a precinct committee person or officer at the precinct caucus.
2. No person shall vote or participate in more than one District and one Precinct Caucus in one calendar year.
3. In order to participate in the nomination process, either as a person nominating, seconding a nomination or requesting to be nominated as an executive committee person, a member of the North Dakota Legislative Assembly, or other officer of the District or precinct; the person must be a member in-good-standing of the District at least twenty-one (21) days prior to the caucus whether the Reorganization Caucus or the Nominating Caucus. The Executive Committee may, by majority vote, excuse this requirement for good cause.

SECTION 3. Precinct Caucus Business:

1. Each precinct caucus shall elect a precinct chair and precinct committee people as provided by law and in accordance with these Bylaws. The precinct chair need not to be a precinct committee person and shall preside over all precinct meetings for the two-year term of office. The precinct caucus may also discuss party policies, candidates, and any other business as prescribed by party rules.
2. Each political party in each voting precinct of this state shall be entitled to elect one (1) precinct committee person for each two hundred and fifty (250) votes, or major fraction thereof, cast in the precinct for the party's Presidential Electors in the last Presidential election in accordance with N.D.C.C. §16.1-03-03. Each precinct committee person shall be an elector of their precinct and shall be elected for a two-year term.
3. All questions concerning the manner in which a caucus is conducted or called that are not covered by state law shall be governed by *Robert's Rules of Order, Newly Revised* unless otherwise governed by party rules or these bylaws.

SECTION 4. Candidates elected at Caucuses:

1. The candidate, or if more than one precinct committee person is to be elected, the candidates receiving the highest number of votes, shall be declared elected.
2. In case of a tie vote, the precinct caucus chair immediately shall decide the winner by drawing lots;
3. Upon completion of the caucus or vote, the caucus chair, or persons appointed by the caucus chair, shall proceed to count and canvass the votes cast for precinct committee people and ascertain who was elected;
4. If no person shall be nominated for or elected as precinct committee person, the vacancy may be filled by appointment of a resident from the precinct by the District Chair, with the approval, by majority vote, of the District Executive Committee;
5. The District Chair shall notify the county auditor of the names of those elected; and

6. Upon a unanimous vote of those in attendance at the Precinct Caucus, the Executive Committee of District 34 may choose to declare an open precinct and the District Chair may appoint at their discretion any unfilled precinct committee person at their discretion in accordance with N.D.C.C. §16.1-03-05.

SECTION 5. Vacancies:

A vacancy in the office of a precinct committee person existing after the organization of the district committee shall be filled by appointment of a resident from the precinct by the District Chair with the approval, by majority vote of the Executive Committee. Notice of the appointment shall be given to the county auditor and the North Dakota Republican Party.

ARTICLE V
DISTRICT COMMITTEE AND OFFICERS

SECTION 1.

1. The precinct committee people of District 34, together with the party's Executive Committee as defined by Article VIII shall constitute the district committee of the party; and
2. The district committee, upon a majority vote of its members, may appoint certain other individuals as ex officio and voting members of the district committee as specified in Sections 5 and 6 of this Article. In no event shall any person be allowed more than one (1) vote.

SECTION 2.

The District Chair shall be a qualified elector in order to act upon and be a member of the state committee of the North Dakota Republican Party.

SECTION 3.

The officers, consisting of the Chair, first vice chair, second vice chair, secretary, and treasurer shall be qualified electors of District 34 but need not be precinct committee people or nominees for or members of the legislative assembly.

SECTION 4.

Ex officio members of the district committee shall consist of the following as qualified electors of District 34:

1. Former Republican members of the legislative assembly;
2. Former Republican chairs of District 34; and
3. Precinct chairs if not precinct committee people.

SECTION 5.

Ex officio members shall be members of the district committee and have the right to vote on District 34 business but not a voting member of the Executive Committee.

SECTION 6.

The District Chair may create and appoint the membership of committees for a two-year term subject to approval by majority vote of the Executive Committee.

ARTICLE VI **ORGANIZATION OF DISTRICT COMMITTEE**

1. In every odd-numbered year, and after redistricting, if necessary, the district committee of the party shall meet within fifteen (15) days after the precinct caucus provided for in Article IV. The day, hour and site shall be set by the existing District Chair.
2. The meeting shall be noticed on the state party website at least ten (10) days in advance. The notice must also precede any deadlines set by participation requirements by ten (10) days. All necessary details of participation requirements for prospective participants, including candidates, must be provided within the notice.
3. The district committee shall organize by:
 - a. Selecting a Chair, first vice chair, second vice chair, secretary, and treasurer chosen by the district committee. The officers selected need not be precinct committee people, all officers selected shall then be voting members of the district committee.;
 - b. Adopting bylaws not in conflict with law; and
 - c. Selecting an Executive Committee consisting of the district officers and the party's nominees for and members of the legislative assembly. Up to four (4) additional members may be appointed by the district committee to serve on the Executive Committee.
4. The newly elected Chair shall notify the North Dakota Secretary of State of the names of the party officers selected. If the office of Chair becomes vacant, the first vice chair shall hold office until the next regular election for the office.

ARTICLE VII **TERMS OF OFFICE AND DUTIES OF THE OFFICERS**

Term of Office: The term of office for the officers shall be two (2) years, except after redistricting (ARTICLE IX, Section 2).

Chair:

1. The Chair shall preside at all meetings of the district committee and Executive Committee and shall have general supervision of the work of the committee;
2. The Chair shall call all regular and special meetings of the district committee and develop meeting agendas; meetings may also be called and/or agenda items may be added at the request of a majority of the Executive Committee;

3. The Chair shall further have the responsibility of creating and appointing committees and filling vacant precinct committee person openings, with the approval, by majority vote of the Executive Committee;
4. The Chair is by law a member of the Republican Party State Committee and shall represent District 34 before such committee; and
5. The Chair shall participate as a full member in the United Republican Committee of Morton County and shall serve on the Morton County Election Canvassing Board.

First vice chair and second vice chair:

1. In the absence of the Chair, the first chair shall perform the Chair's responsibilities;
2. In the event both the Chair and the first vice chair are absent, the second vice chair shall perform the responsibilities; and
3. In addition, the first vice chair and the second vice chair shall perform such other duties as may be assigned by the Chair.

Secretary:

1. The secretary shall keep minutes of all meetings, send out notices of all meetings, and shall be custodian of all records of the committee; and
2. The secretary shall maintain a current roster of the membership of the committee, maintain the district database, and shall perform such other duties as the Chair directs.

Treasurer:

1. The treasurer shall receive and is custodian of all funds of the committee District 34 and shall pay all bills upon the direction of the District Chair;
2. The treasurer shall maintain a district bank account in a bank approved by the Executive Committee and shall keep a recorded account of all money received and disbursed;
3. The treasurer shall present the financial report in full at each meeting of the district committee and at such other times as may be required by the Chair;
4. The treasurer serves as the district representative to the United Republican Committee Finance Committee; and
5. The treasurer shall be responsible for completing financial forms and reports as required by law.

ARTICLE VIII
EXECUTIVE COMMITTEE

SECTION 1.

The Executive Committee shall consist of the Chair, first vice chair, second vice chair, secretary, treasurer, the party's nominees for and members of the North Dakota Legislative Assembly, and

up to four (4) members elected from among members of the district committee for a maximum of fifteen (15) members.

SECTION 2.

The Executive Committee shall have the authority to transact any necessary business between meetings, set district membership fees, make recommendations as to policies of the organization, and to advise the Chair and approve the Chair's appointment in filling vacancies that occur between elections.

SECTION 3.

The duties of the Executive Committee shall be the same as that set forth by the state and national Republican organizations, and as set forth by the District Chair.

SECTION 4.

Committees may be created and appointed at the discretion of the District Chair or at the direction of the executive committee with such duties as shall be designated with their appointment.

SECTION 5.

Committees shall report as required by the district chair at regularly scheduled meetings or conventions.

SECTION 6.

The Executive Committee shall instruct and govern guest seating and the availability of video and audio recordings at all events sponsored or coordinated by District 34. This authority may be delegated at the discretion of the Executive Committee to the District Chair.

SECTION 7. Expenditures:

1. The Executive Committee shall approve of all expenditures by the District, with the exception that any and all money that has been contributed to individual legislative members/candidates, and then deposited by that legislator/candidate with the District, shall remain the property of the candidate/legislator who contributed the money;
2. Approval of each candidate/legislator is required before any candidate/legislator contributed money can be spent or committed to be spent by the Executive Committee;
3. The treasurer shall keep a running balance of money contributed by and spent by each candidate/legislator; and
4. Any candidate/legislator can request the return of any money contributed by that candidate/legislator that has not been spent or committed to be spent by the candidate/legislator.

SECTION 8. Allocation and Disbursement of Funds:

1. The Executive Committee shall be tasked with the management and disbursement of funds raised by District 34 including, but not limited to, membership fees, and fundraisers held by District 34. Those funds may be used for the following purposes:
 - a. Funding District events and functions as defined by the Executive Committee; and
 - b. Financing of candidates nominated through District Convention or through appointment at the sole discretion of the Executive Committee. This shall include, but not be limited to:
 - i. Financial support of incumbent candidates; and
 - ii. Support of newly endorsed or appointed candidates to open seats.
2. The Executive Committee is responsible for the division and allocation of funds to fulfill the function and election of District 34 Republican candidates. The Executive Committee shall distribute funds in equal shares to the candidates at the discretion of the Executive Committee. District funds shall be available to incumbents upon application to the Executive Committee. Funds for any open seats (those seats not held by incumbents) shall only be available to District 34 Republican candidates after the primary.

SECTION 9. Vacancies:

Any vacancy that occurs on the Executive Committee between organizational meetings of the district committee defined in Article VI, except for those seats reserved for the District Chair, legislators, and legislative candidates as defined in Section 1. of this Article may be filled by the Chair with the approval, by majority vote, of the Executive Committee.

ARTICLE IX **MEETINGS**

SECTION 1.

Meetings of this organization shall be held as provided by law.

SECTION 2.

In every odd-numbered year, the District Committee shall meet to reorganize within fifteen (15) days after the precinct caucuses provided for by law (ARTICLES IV & VI). After redistricting, it may also be necessary to meet to reorganize.

SECTION 3.

In every even-numbered year, the District shall convene at a place designated by the District Chair to elect delegates to the State Party Convention and, if it is an election year for this district's candidates for the North Dakota Legislative Assembly, to endorse candidates for election to the North Dakota State Legislative Assembly.

SECTION 4.

Other meetings of the district committee may be held at the call of the District Chair, or upon written request signed by five (5) members of the Executive Committee or twenty-five percent (25%) of the members of the district committee given to the secretary. Said meeting shall be at a place designated by the Chair and if called at the written request as herein provided, within thirty (30) days of the receipt of said request. The purpose of any such special meeting called by special written request shall be stated in the notice sent to all members of the group called and no other business shall be transacted.

ARTICLE X
ENDORSEMENT OF CANDIDATES AND
ELECTION OF DELEGATES TO STATE PARTY CONVENTION

SECTION 1. General requirements:

In every even-numbered year, the District shall convene at a place designated by the Chair to elect delegates to the State Party Convention and, if it is an election year for this district's candidates for the North Dakota Legislative Assembly, to endorse candidates for election to the state legislature.

1. The endorsement of candidates may be accomplished at a meeting separate from the one at which delegates are elected. However, it shall take place before the statutory deadline for filing of petitions of candidacy;
2. All district caucuses, reorganization meetings, conventions to elect delegates, and legislative endorsing conventions, shall be noticed on the state party website at least ten (10) days in advance. The notice must also precede any deadlines set by participation requirements by ten (10) days;
3. All necessary details of participation requirements for prospective participants, including candidates, must be provided within the notice; and
4. For any meeting requiring public notice in the local paper of record, such notice shall include the aforementioned details in the aforementioned timeframe.

SECTION 2. State Party Convention Delegate Election:

1. The District Chair, district legislators, district members that are members of the State Executive Committee, and district members serving in a statewide elected office shall be automatic delegates to the state party convention unless their total numbers exceed the threshold defined in State Party Rule Article X, Rule 2, Section 5, in which case only the District Chair shall be an automatic delegate to the State Party Convention.
 - a. The district nominating committee, or Executive Committee if a separate nominating committee has not been appointed, may prepare a proposed slate of delegates and alternates to the State Convention;
 - b. Nominations will also be allowed from the floor; and

- c. Any district member as defined by Article III is eligible to nominate, be nominated, and vote on the question of delegates to be elected to the State Convention.
2. Delegates and alternates to the State Convention shall be selected in such numbers as the state party notes. A delegate unable to attend the convention may submit, in writing to the District Chair, an alternate from the list of alternates elected at the District Convention to attend in the delegate's place. If such a designation is not made, the District Chair may select an alternate from those elected at the District Convention.

SECTION 3. Endorsement of Legislative Candidates:

1. A District Convention for the purpose of endorsing legislative candidates shall be conducted as an open convention where any district member as defined by Article III is eligible to nominate, be nominated, and vote on the question of legislative candidates to be endorsed.
2. In order to qualify as a candidate for one of the following offices: District 34 State Senator and both District 34 State Representative seats, a member must inform the District Chair of intent to be on the ballot as a candidate at least fifteen (15) days prior to the District 34 Endorsing Convention.

ARTICLE XI
CONDUCT OF CONVENTIONS

SECTION 1.

The chair shall appoint all committees and offices pursuant to recognized rules of parliamentary procedure or as adopted by this organization.

SECTION 2.

Balloting may be by voice vote if only one person is nominated for an office; otherwise, the balloting shall be by secret ballot. A majority of votes cast shall be required to elect.

SECTION 3.

An election committee of at least three persons shall be appointed by the Chair. This committee shall provide all election supplies and act as tellers at the meeting or convention.

ARTICLE XII
COMMITTEES

The Chair shall appoint such committees as are deemed necessary, with the approval, by a majority vote of the Executive Committee, including but not limited to, nominating, finance, campaign, special events, list development, publicity/media, volunteer, district election, GOTV, advisory, issues, senior citizens, major donor, and signs. The chairs of these committees may be appointed to serve as ex officio, voting members of the District Committee as deemed necessary by the Executive Committee.

ARTICLE XIII
PROXIES

Proxies are not permissible.

ARTICLE XIV
AMENDMENTS

These bylaws may be amended by a majority vote of the members of the District Committee present at any organizational meeting of the District Committee or adjourned session thereof; or by a majority vote of the District Committee members present at a special meeting called for that purpose, provided that notice of the proposed amendment has been given in writing to all district committee members at least ten (10) days prior to the meeting, unless otherwise provided by law.

ARTICLE XV
PROCEDURES

Robert's Rules of Order, Newly Revised, shall govern all meetings and proceedings except where inconsistent with these Bylaws or state statutes.

**District 34 Republican Party of North Dakota Bylaws amended:
December 11, 2024**

Cody Schulz



12-17-2024

Chair

Date

Shirley Porter
Secretary

December 17, 2024

Date

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