

## REPUBLICAN STATE CENTRAL COMMITTEE OF

### IOWA BYLAWS

Adopted on June 28, 1978  
Amended September 13, 1980  
Amended January 31, 1981  
Amended May 27, 1981  
Amended February 19, 1983  
Amended February 16, 1985  
Amended June 8, 1985  
Amended February 15, 1986  
Amended March 15, 1986  
Amended May 2, 1987  
Amended March 26, 1988  
Amended February 4, 1989  
Amended September 30, 1989  
Amended January 15, 1994  
Amended May 17, 1997  
Amended August 16, 1997  
Amended November 1, 1997  
Amended August 25, 2001  
Amended April 14, 2012  
Amended August 24, 2013  
Amended June 27, 2015  
Amended January 28, 2017  
Amended January 19, 2019  
Amended December 4, 2021  
Amended December 10, 2022  
Amended January 14, 2023  
Amended April 22, 2023

### ARTICLE I - OFFICERS AND DUTIES

1. The Republican State Central Committee of Iowa (herein referred to as the "Central Committee") shall elect the following officers at the first meeting of the Central Committee in the year following the biennial general election. These officers shall serve at the pleasure of the Central Committee and shall discharge the duties described below:

a. Chair of the Central Committee (herein referred to as the "State Chair") whose duties shall be to:

- 1.) Preside at all meetings of the Central Committee.
  - 2.) Make policy recommendations to the Central Committee.
  - 3.) Act as the administrative officer of the Central Committee in charge of the staff and state office of the Central Committee, including the employment of an Executive Director with the approval of the Central Committee.
  - 4.) Serve as a member of the Republican National Committee.
  - 5.) Approve all expenditures made on behalf of the Central Committee.
  - 6.) Employ an auditing firm to conduct an annual audit of the finances of the Central Committee.
  - 7.) Appoint, with the consent of the Central Committee, a Finance Chair who shall develop plans and programs to raise funds for the Central Committee, and who shall serve at the pleasure of the State Chair.
  - 8.) Appoint, with the consent of the Central Committee, Legal Counsel who shall advise the Central Committee and act for the Central Committee in connection with all legal matters, and who shall serve at the pleasure of the State Chair.
  - 9.) Confer with the State Co-Chair in connection with the duties of the State Chair and State CoChair, and perform such other duties as the Central Committee may direct.
- b. Co-Chair of the Central Committee (herein referred to as the "State Co-Chair"), whose duties shall be to:
- 1.) Act in the absence of the State Chair of the with respect to the duties assigned to the State Chair, except as to service on the Republican National Committee.
  - 2.) Coordinate the activities of the auxiliaries with the Central Committee.
  - 3.) Confer with the State Chair in connection with the duties of the State Chair and State CoChair, and perform such other duties as the Central Committee may direct.
- c. Treasurer of the Central Committee who shall be a member of the Central Committee and whose duties shall be to:
- 1.) Carry out the duties of the Treasurer of a political committee, as required by federal and

state law, including the signing of all statements of organization and periodic statements of contributions and expenditures.

2.) Provide oversight in the maintenance of adequate records of the financial transactions of the Central Committee and assure compliance with all federal and state laws.

3.) Present current financial reports to meetings of Central Committee.

4.) Perform such other duties as may be assigned by the Central Committee.

d. Secretary of the Central Committee, who shall be a member of the Central Committee and whose duties shall be to:

1.) Supervise the taking of all minutes at meetings of the Central Committee.

2.) Take minutes at all executive sessions of the Central Committee.

3.) Present to the Central Committee minutes of previous meetings of the Central Committee for review and approval by the Central Committee.

4.) Perform such other duties as may be assigned by the Central Committee.

2. The State Chair, with the consent of the Central Committee, shall designate individuals on the Central Committee's staff (herein referred to as the ("Staff")) to assist the officers of the Central Committee in the following capacities:

a. An Assistant Treasurer of the Central Committee, whose duties shall be to:

1.) Assist the Treasurer as may be required; particularly in the preparation of all statements of organization and periodic statements of contributions and expenditures.

2.) Receive and deposit all Central Committee funds; and, upon the written direction of the State Chair or Executive Director, disburse funds of the Central Committee.

3.) Maintain adequate and required records of all financial transactions of the Central Committee.

4.) Prepare and complete current reports of financial transactions, including listings of disbursements made and unpaid bills, prior to each meeting of the Central Committee.

5.) Perform such other duties as may be assigned by the State Chair or Executive Director.

b. An Assistant Secretary of the Central Committee, whose duties shall be to:

1.) Assist the Secretary as may be required, particularly in the taking and preparation of

minutes. 2.) Maintain and preserve the records and minutes of the Central Committee.

3.) Perform such other duties as may be assigned by the State Chair or Executive Director.

3. The Assistant Treasurer and other persons handling the Central Committee's funds shall post a surety bond if required by the Central Committee. The amount of any surety bond shall be established and the premium therefor shall be paid by the Central Committee.

4. In the absence of the Secretary, the State Chair may appoint a secretary pro tempore.

## ARTICLE II - COMMITTEES

The State Chair, with consent of the Central Committee, shall appoint the chair of each of the committees established by this Article. Except as otherwise provided herein, the membership of each of the committees shall consist of one member of the Central Committee from each Congressional District. In addition, the National Committeeman, the National Committeewoman, the Legal Counsel and the Finance Chair shall be appointed to such committees as determined by the State Chair, with consent of the Central Committee.

The following shall be committees of the Central Committee appointed by the State Chair, with the consent of the Central Committee:

1. Budget Committee, which shall be responsible for:

a. Recommending a budget on an annual calendar year basis for the expenditures of the Central Committee, and which shall consider the budgeting of such additional items of expenditures as from time to time are proposed for consideration and approval by the Central Committee. Expenditures for each line item of the budget shall not exceed the amount set by the budget in any one calendar year, except as the amount budgeted is specifically increased or decreased by the Central Committee. The costs for fundraising functions are exempted from this requirement because such costs are dependent on various factors such as the number of persons attending a fundraising function; and

b. Reviewing with the staff all fundraising efforts.

Any Committee or Temporary Committee may recommend to the Budget Committee a proposed budget for those Central Committee activities within the purview of said Committee or Temporary Committee.

2. Campaign Committee, which shall be charged with planning and recommending the strategy and funding of political campaigns falling within the jurisdiction of the Committee. The Campaign Committee also shall be charged with reviewing with the staff the campaign efforts offered, planned, and coordinated by the Central Committee, and assist in candidate recruitment.

3. Organization Committee, which shall be charged with planning and recommending the Party's caucus and convention activities; Party organization and voter programs; and Party's Constitution and Central Committee's bylaw matters. The Organization Committee also shall be charged with reviewing with the staff the Party's efforts in connection with caucuses, conventions, Party organization, and voter programs.

4. Personnel Committee, which shall prepare and recommend to the Central Committee personnel policies for employees of the Central Committee, and perform such other duties as may be outlined in the personnel policies. The committee shall consist of the following:

a. State Chair.

b. State Co-Chair.

c. Four (4) members of the Central Committee, who shall be appointed by the State Chair, with the consent of the State Central Committee.

d. The Executive Director.

5. Appeals Committee, a standing committee which shall consider disputes that arise regarding any matter over which the State Central Committee has interest or authority. If a member of a County Central Committee, District Executive Committee or State Central Committee refers a dispute to a member of the Appeals Committee, the Appeals Committee shall consider the matter and report a recommendation to the State Central Committee for consideration at its next regular meeting or at a special meeting convened for the purpose of considering the matter under consideration by the Appeals Committee. The Appeals Committee shall consist of one member of the State Central Committee from each congressional district, to be selected by the State Central Committee.

6. Audit Committee, a standing committee which shall review annual audits and

recommend approval, disapproval, or improvements based on audit findings to the State Central Committee. The Audit Committee shall not conduct its own audits. Its role shall be limited to making sure that regular outside audits are conducted and to reviewing the results of these audits with the outside auditor and the SCC. The Audit Committee shall have at least three members appointed from among the members of the State Central Committee by the State Chair.

7. Temporary Committees & Policy Councils. The State Chair may appoint such Temporary Committees and Councils as deemed necessary. The membership of these committees & Policy Councils shall be determined by the State Chair, with consent of the State Central Committee. Such Temporary Committees shall in no event remain in existence for more than one (1) year from the date of their formation.

### ARTICLE III - AUXILIARIES

The rights of the following organizations having Republican affiliations, who carry on their activities consistent with the Constitution, the objectives, platforms and principles of the Party, shall be recognized and the organization of local groups shall be permitted and encouraged, provided the activities of all such organizations are coordinated with authorized Party activities and are under the direction of the regularly constituted Party authorities:

1. The Iowa Federation of Republican Women shall retain its individual organization and identity. It shall carry on the educational work about the Republican Party of Iowa among the women of Iowa and shall assist the Central Committee in all its activities.
2. The College Republicans of Iowa shall be an organization of college and university students who shall provide an opportunity for students to train and work in political campaigns. It shall encourage the students to participate in the activities that promote the Republican Party of Iowa on college and University campuses and shall assist the Central Committee in all its activities.
3. The Iowa Federation of Young Republicans shall retain its individual organization and identity. It shall carry on the Educational Work about the Republican Party of Iowa among the Young Republicans of Iowa and shall assist the central committee.
4. Organized minorities having Republican affiliation may petition the Central Committee to become an affiliate member and assist the Central Committee in all its activities. The Central Committee may act on such petitions as it deems best for the interests of the Republican Party of Iowa.

### ARTICLE IV - MEETINGS

1. All meetings of the Central Committee shall be convened on written and or e-mail or fax call of:

a. The State Chair, or

b. The State Co-Chair, or

c. Five members of the Central Committee.

Notices of every regular meeting shall be mailed or e-mailed at least ten (10) days in advance of the scheduled date of the meeting to the address of each member of the Central Committee. Meetings shall be called at least quarterly during each calendar year. An emergency meeting may be called with not less than 12 hours' notice prior to the meeting, with a statement of the purpose of the meeting.

2. In addition to the notice of call of each meeting, a written agenda outlining the subjects to be covered in the proposed meeting shall be mailed to each member of the Central Committee. Any member may request items to be included on the proposed agenda prior to its mailing.

3. A quorum for the conduct of business shall consist of the two members more than fifty percent of the membership of the Central Committee.

4. Robert's Rules of Order, Newly Revised, shall govern at all meetings of the Central Committee except as altered by the Code of Iowa, the Constitution of the Republican Party of Iowa or these Bylaws.

5. There shall be no proxy votes at meetings of the Central Committee, except to elect a State Chair or State Co-Chair or to fill vacancies of National Committeeman or Committeewoman, in which case a written general or limited proxy may be granted by a member unable to attend to another member of the Central Committee or to a County Chair or a County Co-Chair within such member's District.

6. Attendance at all meetings of the Central Committee shall be open to registered Republicans and invited or permitted guests, except Executive Sessions called by majority vote of the voting members of the Central Committee present. Executive Sessions may be (a) full Executive Sessions at which only voting members of the Central Committee together with the State Chair and/or State Co-Chair, or such person as may be designated by the Central Committee to act as Chair may be present; or (b) Partial Executive Sessions at which the Finance Chair, Legal Counsel and other persons specified by the Central Committee may

be present.

7. Meetings of the Central Committee may be conducted by teleconference, or individual members of the Central Committee may participate in Central Committee meetings by using teleconferencing. For any State Central Committee elections or business permitted to be conducted by use of secret ballots, if the meeting in which the election or other business takes place is conducted by teleconference or use of teleconferencing, having votes tabulated by an RPI staff member who receives votes by email, text or phone, and who shall not disclose votes, shall be considered to be a secret ballot.

8. A closed session open only to State Central Committee members (and such others as shall be permitted by the motion to enter into closed session) shall be held at each meeting.

#### ARTICLE V - PROCEDURES FOR FILLING VACANCIES ON THE CENTRAL COMMITTEE

1. Whenever a State Chair or a State Co-Chair is elected from within the membership of the Central Committee, said State Chair or State Co-Chair may not continue to serve as a member of the Central Committee.

2. Within twenty (20) days after a vacancy arises in the membership of the Central Committee, notice of such vacancy shall be forwarded by the State Chair to the members of the District Executive Committee of the Congressional District in which a vacancy exists. The notice shall include a call for a meeting of the Committee at a designated time and place. The meeting shall be held within seventy-five (75) days after the vacancy arises and at such meeting, the Committee shall elect by majority vote a person to fill the unexpired term arising from the vacancy.

3. A Chair of the District Executive Committee may be elected or selected pursuant to the following order of precedence for procedure: (a) by the District Convention; (b) by the District Executive Committee; or (c) as may be determined by the members of the Central Committee from the District.

4. There shall be no proxies at meetings of District Executive Committees except to fill a vacancy in the Central Committee as set forth above, in which case a member of the District Executive Committee may give a written general or limited proxy to another member of his or her County Central Committee or County Chair or Co-Chair.

5. Members of the State Central Committee elected at a district caucus shall assume their duties at closing gavel of the RPI State Convention. Members elected to fill a vacancy

by a District Executive Committee assume their duties upon certification of their election by the District Executive Committee.

## ARTICLE VI - PROPERTY, RECORDS, AND PERSONAL RESPONSIBILITY

1. All records and property purchased or acquired by the Central Committee or any of its employees in connection with the conduct of the affairs of the Central Committee shall be the property of the Central Committee.

### 2. Contracts - Checks - Loans – Deposits

a.       Contracts: The Central Committee may authorize any officer or officers, agent, or agents to enter into any contract or execute and deliver any instrument in the name of and on behalf of said Central Committee, provided such procurement, contract or agreement will not result in the expenditure of \$15,000 or more during the State Chair's two year term and the entire term of the contract or agreement. Any procurement, contract or agreement which will result in the expenditure of \$15,000 or more during the entire term of the contract or agreement requires the signatures of the Executive Director or State Chair and the Treasurer or Co-Chair.

The State Chair and/or the Executive Director may enter into any contract or execute and deliver any instrument in the name of and on behalf of the Republican State Central Committee of Iowa, provided the duration of the contract is for less than one year and adheres to the provisions of this section.

All contracts for a duration of one year or more require the previous approval of the Republican State Central Committee of Iowa.

b.       Loans: No loans shall be contracted on behalf of the Central Committee and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Central Committee.

c.       Checks, Drafts, etc.: All checks, drafts or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Central Committee shall be signed by such officer or officers, agent or agents of the Central Committee and in such manner as may be determined by resolution of the Central Committee.

All checks, drafts, or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Republican State Central Committee shall be signed by the State Chair or Executive Director and the Treasurer or State Co-Chair. Not

withstanding the above, a separate account not exceeding \$2500 may be established by the Central Committee. Checks not exceeding \$1500 drawn on this account may be signed by the Chair or Executive Director.

d. Deposits: All funds under control of the Central Committee shall be deposited to the credit of The Central Committee in such bank, trust companies, savings and loan institutions, or other depositories as the Central Committee may select.

3. The Central Committee has major responsibilities defined as follows:

a. To maintain and operate the Party organization.

b. To recruit qualified candidates and assist in conducting the political campaigns required to elect all candidates of the Republican Party to office.

c. To conduct such conventions of the Republican Party as shall be necessary.

d. To recommend qualified individuals to serve by appointment on the various branches of government.

e. Raise funds and disperse monies on behalf of the Republican Party of Iowa.

4. No member of the Central Committee shall be liable personally for any obligations of the Central Committee except that each individual is responsible personally for the prompt transmittal of funds collected by the member to the Treasurer, and for the accurate accounting as to funds and property in the member's custody and on behalf of the Central Committee.

5. The Republican Party of Iowa shall not use any resources to include, but not limited to, the use of funds obtained in any way, the use of the name of The Republican Party of Iowa on mailers, emails, press releases, or any campaign materials of any kind, the use of nonprofit mailing status, lists, or staff, for the benefit of any Republican candidate in contested primary and caucus races.

6. To ensure the integrity of the Central Committee and the Republican Party of Iowa, the Central Committee reserves authority as set out in this section to recommend removal of any member of the Central Committee to the District Executive Committee. Following a recommendation for removal, the District Executive Committee will have the authority to remove the recommended member of the Central Committee. The following are causes for removal from the Central Committee:

a. Commission of any act or deed which might reasonably be considered:

- i. To be unethical, deceptive, scandalous, or obscene; or
  - ii. To injure, tarnish, damage or otherwise negatively affect the reputation and goodwill associated with the Republican Party of Iowa or its affiliates.
- b. Missing three consecutive Central Committee meetings.

A two-thirds vote of the full Central Committee in favor of recommending removal is required. Once a recommendation of removal is approved, the District Executive Committee, from which the member resides, shall meet within twenty-one (21) days to act on the recommendation. If the District Executive Committee fails to act in the time frame allotted, the member shall be considered removed.

## 7. Code of Conduct

For purposes of this code of conduct SCC members include chair, co-chair, national committeeman, national committeewoman, and SCC members. This code only applies to those named above. It does not apply to county parties and DEC's. The SCC does not intend nor does it have the authority to include county parties and DEC's.

SCC members shall:

- a. Contribute time, talent, and treasure to the Iowa Republican Party
- b. Support candidates nominated for election by the Republican Party.
- c. Remain neutral in contested Republican primary elections and caucuses.
- d. Be good stewards of Republican Party resources.
- e. Treat other SCC members, RPI staff, Republican elected officials, and candidates with respect and decorum.
- f. Obtain authorization from the Chairman or Executive Director before making significant demands of RPI staff.
- g. Maintain confidentiality when asked or required by the Party.
- h. Attend SCC meetings and committee meetings.
- i. Notify the Communications Department of RPI when making public statements that are inconsistent with Republican Party messaging.

SCC members shall not:

- j. Accept paid employment or fees from a primary campaign in a contested primary election.
- k. Publicly defame Republican elected officials, candidates, other SCC members or the Republican Party as a whole.
- l. Engage in behavior that would reflect badly on the Party, including but not limited to:
  - Abuse, assault, or intimidation
  - Sexual harassment
  - Use of illicit substances
  - Other Illegal Activities
- m. Nothing in this Code should be construed as abridging the First Amendment rights of SCC members. Statements made by SCC members in their capacities as legislators, candidates, or members of other organizations are not governed by this Code. However, if there is a risk of confusion when making such statements, SCC members should make clear that they are not speaking or writing as SCC members or on behalf of RPI. This Code should not be construed as preventing SCC members from taking part in discussion or debate at Party meetings or conventions on any topic, with any position. SCC members accepting paid advertising in a publication should be open to accepting advertising from all Republican candidates in an election. For purposes of this code of conduct SCC members include the chair, co-chair, national committeeman, national committeewoman, and SCC members. This code only applies to those named above. It does not apply to county parties and DEC's. The SCC does not intend nor does it have the authority to include county parties and DEC's.

## ARTICLE VII - AMENDMENTS TO BYLAWS

These Bylaws shall be strictly adhered to and may be amended only by a two-thirds majority vote of the total Central Committee at any regularly called meeting of the Central Committee. Written notice of the proposed amendment and a full copy thereof shall be forwarded to the members of the Central Committee at least ten (10) days before the meeting at which said amendment is to be presented for consideration and vote.

## ARTICLE VIII – NATIONAL CONVENTION DELEGATES

1. The Iowa delegation to the Republican National Convention shall be bound on the first ballot to vote proportionally in accordance with the outcome of the Iowa Caucuses. The

proportional delegate allocation shall be rounded to the nearest whole delegate. In the event that a delegate is unallocated due to mathematical rounding, the unallocated delegate vote shall be cast in favor of the candidate closest to the rounding threshold. In the event that delegates are over-allocated due to mathematical rounding, the over-allocated delegate shall be removed from a candidate based on the rounding threshold. Delegates shall be bound to the candidates in direct proportion to the candidates' respective vote shares in the Iowa Caucuses regardless of whether any such candidate has withdrawn from the race or otherwise does not have his or her name placed in nomination at the Republican National Convention.

2. Notwithstanding paragraph 1 of this article, if only one candidate's name is placed in nomination at the Republican National Convention, all delegates shall be bound to vote for such candidate on the first ballot provided that the candidate received votes in the Iowa Caucuses.

3. The Chairman of the Iowa delegation, or his or her designee, shall announce the vote of the delegation in accordance with this Article.

4. The State Chair and the two members of the Republican National Committee shall appoint a Chair, an Assistant Chair, and a Whip of the delegation to Republican National Conventions and assign duties to these officers.

5. Delegates to Republican National Conventions shall be required to follow the rules listed below, which shall be enforced by the Chair of the delegation to the extent allowed by Republican National Committee rules.

a. Delegates must be present on the floor of the Republican National Convention or ensure that an alternate is present whenever possible. Delegates shall not leave the floor as a form of protest.

b. Delegates shall not disparage nominees or presumptive nominees publicly or before other delegates to the Republican National Convention in any way.

6. Delegates and alternate delegates to the Republican National Convention who are elected at a district convention or at the State Convention must have been a delegate or alternate delegate to a county, district, or state Republican convention in Iowa during the four years prior to being a delegate or alternate delegate for a Republican National Convention.

7. Individuals running for delegate or alternate delegate to the Republican National Convention must provide a letter of recommendation from an officer of a County Central Committee, a member of a District Executive Committee, or a member of the State Central Committee.

- a. Shall complete and submit a declaration of candidacy provided by the Republican Party of Iowa by the stated deadline.

#### ARTICLE VIII – STATE CENTRAL COMMITTEE MEMBER REQUIREMENTS

1. Requirements to Serve as State Central Committee Member include:
  - b. Shall be a registered Republican within the state of Iowa.
  - c. Shall reside in the district for which the member is elected.
  - d. Shall complete and submit a declaration of candidacy provided by RPI by the stated deadline. This declaration form shall be available upon request from RPI.

#### ARTICLE X – NATIONAL DELEGATE NOMINATING COMMITTEE

1. National Delegate Nominating Committee consists of:
  - a. National committeeman, National committeewoman, and the Chairman of the Republican Party of Iowa, two of the four State Central Committee Members of the currently seated State Central Committee from each of the four congressional districts. If two State Central Committee Members from a specific district cannot be determined by the seated four SCC members from that specific District, the Chairman of the Republican Party of Iowa shall pick the two members from the four SCC members from that specific district to be members of the National Delegate Nominating committee.
  - b. The nominating committee will nominate the at-large National Delegates, the at-large Alternate National Delegates, and the two at-large Presidential Electors that will be nominated at the following State Convention.
  - c. The names of the nominating committee shall be printed in the State Convention Tabloid.