

**Ohio Federation of Republican Women (OFRW)**  
**Ohio Republican Women OnLine (ORWO)**  
**By-laws \***

**Article I – Name**

**Section 1** – The name of this organization shall be: Ohio Federation of Republican Women – Ohio Republican Women OnLine (OFRW-ORWO). Hereinafter it will be referred to as ORWO. This club is affiliated with the Ohio Federation of Republican Women (OFRW) and with the National Federation of Republican Women (NFRW).

**Section 2** – The address of this organization shall be that of the incumbent president or a club post office box.

**Article II – Purpose**

**Section 1** – To proactively engage women in the electronic communication arenas for the purpose of promoting Republican values and activating women not reached by traditional club methods.

**Article III – Objectives**

**Section 1 – The objectives of this organization shall be:**

- A. Establish a statewide structure and process to increase the effectiveness of women in the cause of good government through active political participation.
- B. Utilize virtual technology methods of communication to involve women of all ages and backgrounds as a means of political networking.
- C. To promote an informed public through political education and activity with information regarding current events
- D. To facilitate cooperation among local Republican Women's clubs.
- E. To educate, actively encourage and support Republican Women to run for elected office.

**Article IV – On Line Policies and Tools**

**Section 1 – Policies**

- A. ORWO is designed as an Online Club. The club shall operate using online tools and will interpret all policies and procedures to indicate an online setting. The following are to govern policy of online usage and content:
- B. All ethical standards of internet business must be followed by all members of ORWO.
- C. All literature, petitions, materials, or announcements of any description shall be posted online.
- D. Material posted in the public portion of the site must be approved by the President.
- E. Online activities must support the objectives as stated in this document.

**Section 2 – OnLine Tools**

- A. ORWO will begin with these current tools. The President and Board of Directors may change them in the future in order to keep up with technology.
  - 1. Website
    - a. Pertinent and timely content to support the objectives of ORWO, such as articles or links to news articles, OFRW, NFRW, and local clubs.
    - b. Site Blogs to distribute information about current events related to news articles
    - c. Membership information and the opportunity to join online.
    - d. Event calendar for Federated events based on topics of interest and geographic area.

- e. Recorded interviews, panels, speeches and other topics of interest that can be placed on the website for member viewing.
  - f. Lobby Tools – use to track issues and representatives by geographic region and topic of interest.
- B. Social Networking tools, such as online forums, document libraries and member to member communications to enhance the member ability to share information and meet the objectives of the association.
- 1. Meetup.com
    - a. Active communication and scheduling regarding upcoming events.
  - 2. Facebook
    - a. Network opportunities
    - b. Event invitations based on topics of interest and geographic area.
    - c. Recorded interviews, panels, speeches and other topics of interest that can be placed on the website for member views.
    - d. Establish and promote causes
  - 3. Twitter
    - a. Have several representatives around the State that enter tweets based on geographic areas of interest and topics.
  - 4. LinkedIn, blogs and other virtual communication systems to promote the Republican Party.

## **Article V – Membership**

**Section 1** – ORWO shall be composed of ten (10) or more Republican women.

### **Section 2 – Classifications**

- A. The organization of the ORWO membership is as follows:
- 1. **Regular Members** will be reported to the OFRW and NFRW. Only regular members can hold office, make motions or vote. Regular members will be reported to the OFRW & NFRW. They shall be counted for the purpose of determining the number of delegates to the national and state conventions.
  - 2. **Associate Members** are women who are voting members of other Republican Women Federated organizations and who pay the required associate dues. Associate members will not be reported to OFRW or NFRW.
  - 3. **Associate Men** members are Republican men who pay the required annual dues for associated members. Such members may support and participate in activities. Associate members will not be reported to OFRW or NFRW.
  - 4. **Young Associate** is a young teenage woman, age thirteen through seventeen who pays the required annual dues. Such members may support and participate in activities. Young Associate members will not be reported to OFRW or NFRW.
  - 5. Women who are Associate Members, Young Associate and Associate Men cannot hold office, vote, or be counted for the purposes of determining the number of delegates to OFRW or NFRW meetings or conventions.

### **Section 3 – Eligibility**

- A. All registered Republican women who are in accord with ORWO objectives and who agree to uphold its bylaws are eligible for membership in ORWO, upon payment of dues as prescribed in the standing rules.
- B. A person who declines to state party affiliation is considered to be a member of a party other than Republican.

## **Article VI – Dues**

**Section 1** — Annual dues for all classes of membership shall be provided for in the Standing Rules and shall be payable January 1.

**Section 2** — The fiscal year shall be from January first (1) through December thirty-first (31).

**Section 3** — This organization shall pay the annual service charges by March 1 and final dues by June 1 as required by the OFRW and the NFRW and submit names and addresses of club officers and members with payment by the required deadline.

## **Article VII — Officers, Duties, Standing Committees and Board of Directors**

### **Section 1 — Officers**

- A. Elected Officers shall be: President, Vice President, Secretary, and PAC Treasurer.
- B. Appointed Officers shall be the Financial Review Officer and Parliamentarian. They shall be appointed by the President with the approval of the elected officers.
- C. Term of office for officers and Committee Chairs shall be two (2) years or until their successors are elected. No officer may serve more than two consecutive terms.
- D. Officers shall be installed at the December meeting and may be installed on line. They shall assume their duties on January 1.
- E. A person who has served in an office for more than one year of a full term shall be deemed to have served a full term in such office.

### **Section 2 — Duties of Officers**

- A. The President shall:
  - 1. Preside at all meetings of the club and of the Board of Directors.
  - 2. Have general supervision of the work of the organization.
  - 3. Appoint the Financial Review Officer and Parliamentarian.
  - 4. Appoint the Chairs of all committees with the exception of the nominating committee. These appointments must receive the approval of the elected and appointed officers.
  - 5. Serve as ex-officio member of all committees except the Nominating Committee.
  - 6. Review on-line payments made by the treasurer.
- B. The Vice-President shall:
  - 1. Act as an aide to the President.
  - 2. Perform such duties as assigned to her by the President.
  - 3. Act in the President's absence or inability to serve.
  - 4. Be responsible for programs
  - 5. Assume the office of President should it become vacant.
- C. The Secretary shall:
  - 1. Keep a factual and unbiased record of the proceedings of all meetings of the organization and the Board of Directors Committee
  - 2. Post on-line the minutes of all meetings of the club and of the Board of Directors
  - 3. Keep a record of attendance at all Board of Director Meetings.
  - 4. Be custodian of all records of the club.
- D. The PAC Treasurer shall;
  - 1. Act as custodian of all funds of the club.
  - 2. Pay all bills upon authorization electronically.
  - 3. Assist President in reviewing online transactions.
  - 4. Give a report at each regular meeting of the organization.
  - 5. Register with the appropriate state authorities.
  - 6. Submit, in a timely manner, all reports required.
  - 7. Abide by all laws pertaining to her position or the organization.

8. Submit all records at the end of term for review or audit.
  9. Keep an alphabetical list of all members, and, when required, file it with the OFRW and/or NFRW.
  10. All records must be submitted at the end of the year for review or audit.
- E. The Financial Review Officer shall:
1. Examine the books of the Treasurer at the end of her term
  2. Submit a written report to the Board of Directors.
- F. The Parliamentarian shall:
1. Attend regular and Board of Directors meetings.
  2. Give advice on parliamentary procedure;
  3. Call the first meeting of the Nominating Committee and instruct the Committee regarding their responsibilities in accordance with the bylaws.
- G. Delivery of Records: All officers and all committee chairs shall deliver all records, files and properties of the club to their successors before December 31 of the year in which they are retiring from office unless otherwise directed by the President.

### **Section 3 – Committees**

- A. The President may create committees as are necessary to promote the work of the club with the approval of the other elected officers.
- B. All Committees shall report to the membership as requested by the President.

### **Section 4 – Board of Directors**

- A. The Board of Directors shall consist of the elected officers, appointed officers, immediate past president, and the committee chairs.
- B. A quorum for a meeting of the Board of Directors shall be a majority of the Board of Directors.
- C. The Board of Directors shall have the authority to transact any necessary business between general membership meetings, to make recommendations as to the policies of the organization, and to advise the President.
- D. The Board of Directors will set the date and time of regular on-line meetings.
- E. A vote may be conducted by email between meetings of the Board of Directors or General Meetings. A decision can be determined only after a response has been received from a majority of the voting body. Any votes that have been taken by email shall be ratified at the next meeting.
- F. The Board of Directors shall have the authority to fill Elected Officer vacancies that occur between elections by a two-thirds (2/3) vote of the Board membership. Ballots may be emailed or mailed for anonymity. Members who mail ballots must do so within seven calendar days of emailed notification, as evidenced by postmark.
- G. All decisions relative to the distribution of funds shall be approved by the Board of Directors.

## **Article VIII – Meetings**

### **Section 1 – Annual Meeting**

- A. Shall be held during the month of November at which time officers shall be elected.
- B. The Committee Chairs shall report at the final meeting of the calendar year.

### **Section 2 – Regular Meetings**

- A. A minimum of five (5) online regular meetings shall be held during the calendar year, date and time to be set by the Board of Directors.
- B. The November annual meeting shall count as a regular meeting.
- C. Conference calls and Web meetings should be open to members free of charge and for a nominal fee for non-members who can register to join the call.

- D. A regular business meeting quorum shall be five (5) members, three (3) of whom shall be officers.

**Section 3 – Special Meetings**

- A. Shall be held at the call of the President or upon request of five (5) members, the purpose of the meeting to be stated in the notice, and no other business may be transacted.
- B. The membership shall be given no less than seven calendar day's notice of the date, time and purpose of the special meeting.
- C. Non-Business events may be scheduled at the discretion of the Board of Directors and open to all members. The General Membership Forum will be available to discuss ideas and topics at all times, not just at meeting times.

**Section 4 – Board of Directors Meetings**

- A. Board of Directors meetings shall be held at least seven calendar days prior to the regular meetings.
- B. These meetings may be online or conference calls as determined by the President.

**Section 5 – Board of Directors' Special Meetings**

- A. Special meetings of the Board of Directors may be called by the President or upon the request of a majority of the members of the Board, the purpose of the meeting to be stated in the call and no other business shall be transacted.
- B. These meetings may be online or conference calls as determined by the President.
- C. The members of the Board of Directors shall be given no less than seven (7) calendar day's notice of the date, time and purpose of the special meeting.

**Article IX – Nominations, Elections and Installations**

**Section 1 – Nominations**

- A. A nominating committee of three (3) members and one (1) alternate shall be elected at the regular meeting in September. At least one (1) member will be from the Board of Directors.
  - 1. No member of the nominating committee shall serve more than two (2) consecutive terms.
  - 2. The Nominating Committee shall elect the Chairman from one of its own.
- B. The Nominating Committee shall report one nominee for each office at the Annual Meeting, after which nominations from the floor shall be allowed, provided written consent of the proposed candidate has been obtained.
  - 1. The slate of the Nominating Committee shall be sent to the members at least ten (10) days before the election.

**Section 2 – Elections**

- A. Shall be online at the Annual Meeting.
- B. If there is more than one (1) nominee for an office, election shall be by online ballot and a majority vote shall elect.
  - 1. On line voting will be password protected.
- C. Where there is only one (1) candidate for an office, election may be accepted after the discussion period has ended.
- D. No absentee or proxy voting shall be allowed.

**Section 3 – Installation**

- A. Officers may be installed at the December meeting.

**Article X – OFRW Annual Meetings and NFRW Conventions**

**Section 1 – OFRW Annual Meeting**

- A. This organization may be represented at the OFRW Annual meeting by one delegate and one alternate for each ten (10) members and an additional delegate and alternate for a remainder of six to nine members.
- B. Delegates and alternates to the annual meeting of the OFRW shall be elected at a regular meeting.

**Section 2 – National Federation of Republican Women Biennial Convention**

- A. If in accordance with the National Federation of Republican Women Bylaws, this organization may be represented at the Biennial National Convention by one delegate and one alternate. The delegate and alternate to the National Federation of Republican Women Convention shall be elected at a regular meeting.

**Article XI – Endorsements and Ethics Policies**

**Section 1 – Endorsements**

- A. The elected/appointed officers of the club shall not endorse a candidate prior to any election where there is more than one Republican candidate for the same office.
  - 1. If one of the aforementioned desires to do so, she must resign her position.
  - 2. The only exception permitted is when the member, her husband or a member of her immediate family (i.e. child or parent) is a candidate for office in any election, so long as she does not permit the Federation's name to be used, and she does not actively campaign using her office and the Federation as endorsements.
- B. The name of the club shall not be used by a member or an associate member in supporting a candidate during any contested Republican primary campaign.
- C. Candidate endorsement limitations shall not preclude any member from serving as a delegate to the NFRW Convention, nor membership in or holding an office on the State or County Central Committee, nor from campaigning for same.
- D. This organization and its officers shall not issue statements or pass resolutions on controversial issues in the name of the organization without first polling its members and obtaining a two-thirds (2/3) vote of approval of the total membership.
  - 1. All positions, if they exist, must be consistent with the positions of the NFRW and the OFRW.

**Section 2 – Ethics Policies**

- A. The Officers and Board of Directors are charged with operating this organization in a manner consistent with the objectives, stated policies, ethics and Standing Rules.
- B. Any action or expense outside the objectives, policies, ethics or Standing Rules must be approved by the Board of Directors and then the membership.
- C. All literature, petitions, materials, or announcements of any description shall be posted online.
- D. Personal member postings in the individual or members only portion online are the opinion and responsibility of the individual.
  - 1. Individuals are encouraged to post facts with references to the source, articles or links to other sites must be done in good faith to support the objectives of ORWO.
  - 2. In the event an individual member posts jokes, slander or other material it must be clearly noted that such content may be removed from the site if determined by the President or Board of Directors to be in conflict with the objectives of the ORWO.
- E. It shall be considered a breach of ethics for a member to speak disparagingly in public of a Republican candidate.
- F. It shall be considered a breach of ethics to promote a candidate of another party in public or in print.

- G. The club nor an individual member that advocates a split party ticket or supports a candidate running on an opposition ticket shall not be admitted to or continued in NFRW Membership.
- H. Only registered Republicans may address the club unless permission is granted by the Ohio Federation of Republican Women.
- I. All Members are encouraged to run for local, state and national offices and these rules should not be seen as any restriction on that process.

**Article XII – Parliamentary Authority**

**Section 1** – The current issue of *Roberts Rules of Order Newly Revised* shall govern all proceedings except where inconsistent with the provisions of the bylaws of this organization and those of the Ohio Federation of Republican Women and the National Federation of Republican Women or any special rules the club may adopt.

**Article XIII – Dissolution**

**Section 1** – This club may be dissolved by a two-thirds vote at any meeting of the local club, provided that notice of the dissolution has been submitted in writing at the previous meeting and has been sent by mail to all members of the local club.

- A. In the event of dissolution, the Board of Directors shall, after payment of all liabilities of the local club, distribute any remaining assets to the state federation.
- B. None of the assets shall be distributed to any member or officer of the organization and the right to use the name shall revert to state federation.

**Article XIV – Amendments**

**Section 1** – These bylaws can be amended or revised at any regular meeting of the club by a two-thirds (2/3) vote, provided notice of intention to amend or revise has been submitted in writing to all members at least thirty (30) days prior to the meeting.

Date Adopted: July 24, 2010

President: \_\_\_\_\_

Jean Turner

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

NFRW Parliamentarian – Jan Kennady

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

OFRW Parliamentarian – Ann Brown

\* As prepared by OFRW members: Mary Anne Christie, Chair; Lyn Bliss, and Carol Salmon 7-24-2010

