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CRYSTAL COAST REPUBLICAN WOMEN

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# STANDING RULES & POLICIES

MARCH 18, 2022

As approved by the CCRW executive board and adopted by CCRW membership

## CCRW STANDING RULES AND POLICIES

Adopted March 18, 2022; amended November 16, 2022

1. The official logo of the Crystal Coast Republican Women (CCRW) is a trademark of the CCRW and shall not be used without permission of the CCRW President.



2. All materials printed or otherwise, that have the CCRW trademark shall have the approval of the CCRW President twenty-four hours before distribution at the General Membership meetings and Executive Board meetings.
3. The annual membership year is January 1st – December 31st. Membership applications will be processed from January 1st through September 30th. From October 1st to December 31st, new memberships will not be processed until the 1st of January per NFRW.
4. Members of the CCRW are granted membership in the North Carolina Federation of Republican Women. A member in good standing is a member who has paid the required dues to the club treasurer for the current calendar year. As soon as her payment is duly processed by the CCRW she shall be given all the privileges of club membership. She must be a registered Republican in North Carolina, provide a complete address and pay by personal check, cash, or credit card.
5. CCRW must comply with all NCFRW and NFRW Bylaws, procedures, policies, and objectives, irrespective of the club's Bylaws. In any instance where there is a conflict, the NFRW takes precedence over NCFRW and CCRW. Compliance is mandatory; no vote is needed.
6. CCRW membership dues are \$40. This fee includes \$20 for NFRW and \$5 for NCFRW membership. CCRW may amend these dues as needed by a two-thirds vote of the membership.
7. CCRW Associate Member dues shall be one-half (1/2) of CCRW annual membership dues. This fee will remain with the club, and only the number of Associate Members will be reported to NCFRW and NFRW. CCRW may amend these dues as needed by a two-thirds majority vote of the members present and voting.
8. CCRW Lifetime Membership dues shall be \$1,000, non-refundable, and non-transferable. This includes fees for NCFRW and NFRW membership. CCRW may amend these dues as needed by a two-thirds majority vote of the membership.
9. The CCRW Treasurer shall send the basic dues of the members to the NCFRW Assistant Treasurer as scheduled for reporting to the NFRW. The first payment will be immediately in January. CCRW will include the annual NFRW service charge of \$15. When this payment is processed CCRW will be considered an active club and the members included in this payment will be active members of the NCFRW and the NFRW with all membership privileges of these organizations.
10. In an intra-club election, the President of CCRW will remain neutral. All members, including CCRW Executive Board members, may publicly endorse and support the candidate of their choice. The

President must remain neutral to conduct the election. When the President is one of the candidates she may appoint a member of the club, in good standing, to conduct the election.

11. In an intra-Republican Party election, the Club as a whole shall remain neutral, but all members can endorse and publicly support the candidate of their choice.
12. The CCRW is governed by an Executive Board as described in the Bylaws. The Executive Board, consisting of elected officers and committee chairmen, will meet prior to each regular meeting and may be called at any time to consider pertinent business.
13. Executive Board meetings should be held to conduct the business of the CCRW. Quorum must be met to conduct any business. An appointed Parliamentarian shall be in attendance of all meetings. An agenda shall be furnished to all members. The meeting should include reports from all officers and pertinent committees. All votes taken must follow parliamentary procedures. These meetings may be virtual by electronic means or with a virtual option added to a live meeting.
14. Regular meetings of the CCRW will be held on the third Friday of each month, alternating days and nights, with the exception of the months with planned CCRW events. Meetings will be held at the Carteret County Republican Party Headquarters (CCGOP HQ). The meetings that occur during the day traditionally begin at 10 am and close with a pot-luck lunch provided by club members. Evening meetings will begin at 6 pm and will be on a trial basis. Any changes to the meeting schedule will be provided to the membership by either mail or electronic means. The meeting schedule will be as follows:

<b>MONTH</b>	<b>EVENT</b>	<b>TIME</b>	<b>LOCATION</b>
January	N/A	10 am	CCGOP HQ
February	Reagan Rally	TBD	TBD
March	N/A	6 pm	CCGOP HQ
April	N/A	10 am	CCGOP HQ
May	Membership/Scholarship Event	TBD	TBD
June	N/A	6 pm	CCGOP HQ
July	N/A	10 am	CCGOP HQ
August	N/A	6 pm	CCGOP HQ
September	Fashion Show or Meet & Greet	TBD	TBD
October	N/A	10 am	CCGOP HQ
November	N/A	6 pm	CCGOP HQ
December	Christmas Luncheon	TBD	TBD

15. Guest speakers may be presented with a small gift, not to exceed a \$45 value. Guests traveling more than 150 may have their hotel costs paid by the CCRW, not to exceed the \$100 discretionary limit of the President. If the cost for the hotel exceeds that limit the membership may approve the expenditure.
16. Any reimbursement request must be accompanied by a receipt and proper documentation and submitted to the President and Treasurer in a timely manner.
17. Any member who wishes to speak on a particular issue should contact the President at least seven (7) days in advance in order to be included on the agenda.
18. The Club President is to be reimbursed by CCRW for NCFRW and NFRW Biennial Convention registration fees.

19. The Club President should actively represent CCRW at all NCFRW meetings and encourage the members to participate in all programs. She should send a list to NCFRW of all members who are interested in serving on NCFRW or NFRW Committees.
20. Three members are listed on the CCRW bank account and are authorized to have credit cards; The President, Treasurer, and the Assistant Treasurer. The Treasurer must have a receipt for each expenditure. The President and Treasurer should both receive the monthly bank statements and check for accuracy.
21. The Crystal Coast Republican Women established the Mary Marks Scholarship Fund. The donations to this scholarship fund will be earmarked by the Treasurer and monitored by the Scholarship Chairman. The CCRW presents the scholarship at the annual Membership/Scholarship event traditionally held in May. The Scholarship Chairman sets the deadlines and requirements for awardees.
22. The Carteret County GOP Headquarters is under the management of the County Republican Party, and they have extended use to the CCRW for meetings and events, as needed. CCRW may make an annual donation to the CCGOP to cover the cost of rent for one month.
23. The Carteret County Republican Party has established a Red Elephant Donor Club, whose main purpose is to ensure electioneering coverage at all polling locations within the county. CCRW may make an annual donation to the RED Club in an amount agreed to and approved by the General Membership at the January meeting of each year.
24. The North Carolina Federation of Republican Women (NCFRW) established the Dottie Martin Teachers Scholarship Fund in 1991 in honor of First Lady Dottie Martin's work and dedication to the families and youth of North Carolina. This fund offers an annual scholarship of \$500.00 for a man or a woman presently enrolled and studying the field of education. The CCRW will donate \$20 annually to this fund.
25. The NCFRW Caring for America Scholarship is a merit-based scholarship to assist eligible children of North Carolina service members who were wounded or killed while serving from September 2001 until the present. Up to two scholarships of \$1000 each are available. The CCRW will donate \$20 annually to this fund.
26. The National Federation of Republican Women has the Marion Martin Building Endowment Fund. This fund is to help maintain the NFRW HQ. CCRW will donate \$25 annually to this fund.
27. The President, with the help of the Executive Board, will complete the NFRW Club Achievement Awards and submit the paperwork by the deadline set by the NCFRW President.
28. A Standing Rule may be added, deleted, or amended by a majority vote of the general membership, after a 30-day notice of any change has been given.