

Policy 11.3 – Organizational Documents and Statement of Need

1. **Statement of Need** – Documents of the Benton County Republican Party (BCRP) allow an organized approach for the organization’s operation. The typical content of each of these types of documents are defined below. Bylaws provide the overall foundation while supporting policies can be changed to reflect the current operation of the organization.
2. **Platform** - The platform forms the guiding principles of the organization.
3. **Bylaws** – The Bylaws provide an overview of the foundation and structure of the organization;
 - 3.1. Name and Authorities of Organization,
 - 3.2. Objectives,
 - 3.3. Central Committee,
 - 3.4. Officers of the Executive Committee,
 - 3.5. Executive Officer Duties,
 - 3.6. Committees,
 - 3.7. Meetings,
 - 3.8. Quorum,
 - 3.9. Conduct and Discipline,
 - 3.10. County Caucuses and County Conventions, and
 - 3.11. Bylaws and Governing Documents
4. **Standing Committee Charters** – Some of the function and duties of standing committees are defined in the current Bylaws. Committee Charters are developed by their respective committee members and approved by the Executive Committee. Committee Charters could be used to define the purpose, organization, functions and scope of duties and responsibilities. Committee Charters should be changeable by a majority vote of the Executive Committee. *BCRP Bylaws 6.1 – Standing Committees*
5. **Purpose of Policies** – BCRP Policies establish guidelines for the best procedures in certain organizational situations. They offer clear communication to Central Committee members on how the organization conducts business. Policies also contribute to the overall culture of the organization because they establish norms and values.
 - 5.1. Suspension of Policies requires a 67% vote of the Comprehensive Quorum. *BCRP Policy 8.1 – Quorum*
6. **Rules**
 - 6.1. There are several Rules that have evolved to govern the proceedings of the Organization(al) Meeting, Caucuses, Conventions, and other functions. There are other rules that flow down from the Washington State Republican Party (WSRP). Some of these rules are addressed in the Bylaws and some are addressed in the supporting Policies.
 - 6.2. Source of authority is RCW 29A.80.010 Rule-Making Authority – “*Each political party organization may adopt rules governing its own organization and the non-statutory functions of the organization. ...*”

07-06-23

Date Approved

M. L. R.

BCRP Chair