

**STANDING RULES**  
**REVISED AND ADOPTED**  
**OCTOBER 23, 2021**  
**AND REVISED AS NOTED**

Standing Rules relate to the administration of an organization. Bylaws contain the basic rules of the organization. They supersede all other rules except the corporate charter if there is one. Standing Rules are to supplement and interpret the Bylaws.

Standing Rules are rules or resolutions that are of a continuing (or standing) nature. These rules deal only with administrative matters and function under the umbrella of the organization's bylaws. The key differences between bylaws and standing rules relate to scope and effect. At the core, Bylaws are designed to be overarching and procedural, while standing rules are specific and administrative.

Standing Rules outline the procedures of the association with specific details that are not included in the bylaws and that must not conflict with the bylaws. Standing Rules are a board document that formalize how decisions can be made and business conducted. Unlike bylaws which can be changed only by membership, standing rules can be changed more easily, by a majority vote of the Executive Committee at a regularly scheduled Executive Committee meeting. On occasion a Standing Rule can later be adopted as a Bylaw.

**S.R. Article I.**

1. An individual or club in good standing is regarded as having complied with all their explicit obligations, while not being subject to any form of sanction, suspension or disciplinary action. (Wikipedia)
2. State dues are currently set at \$4.00 per individual annually. NFRW service charge is currently \$15.00 annually. NFRW current dues are \$20.00 per individual annually.
3. Club presidents must remember that men do not have a voice or a vote in a club meeting.
4. Opposition ticket means non-Republican.
5. In some cases where club delegates and alternates are not elected by usual means, the club Board of Directors may elect club delegates and alternates to the area convention. Such action must be approved by the TFRW President.

6. It is the duty of the Nominating Committee for all elections to thoroughly vet the candidate for an elected position and to request and present a voting record of that candidate.
7. In order for a member to vote in a club election, they must have been a member for at least sixty (60) days.
8. Area Vice Presidents shall assist clubs with elections regarding timelines and rules.

## **S.R. Article II.**

1. Dissolution is removal of a club by NFRW upon request of the TFRW Executive Committee by a 2/3 vote.
2. Clubs may appoint at least 2 Sergeant-at-Arms, if needed, to oversee club meetings.
3. Members shall not use Federated social media sites for self-promotion of businesses and shall adhere to rules when directed to cease such action.
4. Members shall not use the TFRW as a platform or speak on behalf of the Federation on public forums without the express consent of and approval of content from the TFRW Executive Committee. The TFRW has an express purpose and falls under the authority of the National Federation of Republican Women and is constrained by federal laws and NFRW rules and procedures. Only authorized person may speak regarding the in-house functions of the TFRW and Federated Clubs.
5. Area VPs and Club Presidents may take up to a 3-month leave of absence during a Primary after notification to the State President is given. Information shall be sent to the Clubs by the Area Vice President.

## **S.R. Article III.**

1. The TFRW President's receipts shall be turned in monthly to the Treasurer who shall file the report monthly to the Executive Committee.
2. TFRW Executive Committee members, except the President, shall be equally reimbursed as attendees for the NFRW Board Meetings, in part, from the allotted budgeted money. No member shall receive more than one reimbursement per year. Elected delegates-at-large to the NFRW Biennial Convention shall be reimbursed for the registration fee.

3. Any member who resigned from membership, as a result of disqualification, must follow the same steps for reinstatement as if they had been removed for cause.
4. **President's Steps to Conflict Resolution**
  - a. Informal counsel: Verbal counsel of pending action (or put member on notice of possible action).
  - b. Refer to Standards and Compliance Committee (hereinafter S&C Committee) for recommendation if conflict continues.
  - c. S&C Committee recommends formal counseling as first step in resolution.
  - d. Refer to S&C Committee if unsuccessful for further recommendations:
    - i. Require a mediation meeting which may require seeking the advice of legal counsel.
    - ii. Any other extra steps that are deemed necessary in order to get member to comply.
    - iii. Formal censure, which may include suspension.
    - iv. Removal.

#### **S.R. Article IV.**

1. A member who has been removed from membership of the TFRW shall not attend club meetings, state meetings or any other TFRW sponsored function or event.
2. An officer or Executive Committee member who is not in good standing shall not attend club meetings, state meetings or any other TFRW sponsored function or event. They may resume their role upon satisfaction of requirements as stated in the Bylaws under "Reinstatement".
3. If a Club is not in good standing, the President of that Club, or her representative, shall not represent said Club as a member of the local Republican Party Executive Committee. TFRW determines the eligibility of a president of a TFRW Federated Club, not the TNGOP.

#### **S.R. Article V.**

##### **Social Media Guidelines for Administrators:**

1. Accounts should be updated regularly.

2. All accounts should align with the purposes of the TFRW.
3. Accounts should not endorse candidates in contested primaries.
4. Accounts should not share or like posts or articles that speak negatively of Republican elected leaders.
5. Accounts should not share, like, post or comment using profanity or other obscenities.
6. Accounts should keep in mind that any activity may be referenced in broader media outlets as being representative of the Federation as a whole.
7. Upon request of the Club President, the present administrator must relinquish her position to the Club President. Members who fail to do so shall be considered in bad standing.
8. Administrators must approve new members.
9. Administrators must approve every post.
10. Candidates in a primary shall not post campaign materials or information on any TFRW Clubs' social media platforms.

## **S.R. Article VI.**

### Duties of the Standing Committees:

1. Campaign Committee - the chairman keeps up with and verifies campaign hours submitted by members; she sends out reminders to members and coordinates all campaign hours and compiles report for president.
2. Fundraising Committee - the chairman is the fund-raising chair and devises opportunities for raising money; she should have items for sale at meetings and events to sell for the TFRW,
3. Programs and Public Relations Committee - the chairman sends out notices and press releases to newspapers, radio and TV regarding TFRW programs and events.
4. Bylaws Committee- the chairman works with her committee to oversee compliance with State and Club Bylaws; the committee reviews Club Bylaws to ensure compliance with the template. State Bylaws are reviewed for compliance with NFRW Bylaws. The Bylaws Committee works in consultation with the Parliamentarian. Advise and insure that the Executive Committee and Board of Directors follows the TFRW Bylaws when a breach has occurred. Provides guidance in the understanding and execution of the duties and policies of the TFRW.
5. Legislative & Research Committee - chairman informs members of current legislative actions.

6. Membership Committee - the chairman works with the Second Vice President to help promote membership throughout the state; she helps form clubs and promotes membership incentives.

**S.R. Article VII.**

1. The President's and Treasurer's signatures are required for transactions over \$1000.

2. All reimbursement requests must be filed and approved by the Executive Committee at the next board meeting following the date the transaction occurred.

3. TFRW debit/credit card transactions are to be treated the same as checking and other financial transactions except when securing services and arrangements for approved TFRW functions.

4. The TFRW follows the NFRW bylaws when the TFRW Bylaws are silent on an issue.

5. It is preferred that the office of president rotates from West to Middle to East.

6. The TFRW Biennial Convention shall rotate from West to East to Middle region.

7. All TFRW board meetings are to be held in the Nashville region within a 50-mile radius.

**S.R. Article VIII. Adopted February 19, 2022.**

1. All elections are to be in person only.

2. State and Club Executive Committee meetings are closed and only the President may invite someone for specific purposes.

3. All members must remember that Executive Committee meetings are private and confidential.

4. New clubs who were formed from another club cannot and shall not use the existing club's rosters for recruiting members to their new club.

5. All clubs in a county should work together and should not disparage each other.

6. If the club nominating committee cannot find a candidate for an office, nominations must be taken from the floor.

7. Area Nominating Committees shall be elected by the month of May in the year elections take place.

8. Membership in the Federation is not effective until the dues are received by NFRW.

9. Any NFRW/TFRW chartered Club who has failed to follow the Bylaws and has indicated that they do not want to be Federated shall not be eligible to use the chartered Federated club's name. Continuing to use the Federated club name may lead to legal action.

10. A proxy for Board meetings must be from the area in which the Area Vice President serves.

## **S.R. IX. Adopted August 20, 2022.**

### **Security**

The Tennessee Federation of Republican Women State Board meetings, State Conventions, club meetings, or other events or meetings sponsored by the TFRW or a Federated Club, including meals, are not open meetings and only members, invited speakers, and other approved invited guests will be permitted to enter the physical meeting spaces.

Attendees on site at the physical location must wear their name tag at all times during the meeting and will be required to show their name tags in order to gain entry to the meeting spaces.

Sergeants at Arm and/or security personnel will be on site to provide security at the physical meeting location. If an uninvited guest approaches you for business other than Federation business, you may report this to the Sgt. at Arms who will report this to the proper authority.