



Standing Rules, Policies and Procedures

Revised October 2025

The following statements comprise the Standing Rules that guide the conduct of the business and activities of the Club. Standing rules may be adopted or amended by a majority vote of the Executive Committee at any Board meeting without previous notice.

I. Dues

The Membership Committee will recommend any changes to the Club's dues structure or amounts. The current annual dues, Jan 1 through Dec 31, are shown below. All per capita dues shall be paid to MCRW and deposited in the Club's treasury. A portion of Active Member dues shall be sent to TFRW and NFRW, as per their respective requirements.

Annual Dues	Voting Member	Associate Member
Regular	\$40	\$20
Patron	\$100	\$100
Sponsor Board Silver	\$250	\$250
Sponsor Board Gold	\$500	\$500

II. Expense Reimbursement

All requests for reimbursement of budgeted MCRW expenditures must be approved by the President and sent to the Treasurer on a reimbursement form with supporting documents within thirty (30) days of the actual expense. Disbursement of reimbursement funds will normally be made within thirty (30) days of submission.

III. Disbursement of Funds

The President of MCRW shall have the authority to either pay expenses or disburse funds on behalf of the club up to \$150.00 without the need for Executive Committee approval, limited to one event per month. The President and Committee Chairs shall present receipts for reimbursement of expenses to the Treasurer as per club policy.

IV. Time period to hold records.

All copies of the official minutes of the organization shall be retained permanently. The Treasurer's books and membership reports shall be maintained for a minimum of eight (8) years. The Membership Chair, Treasurer, and Secretary shall deliver records/reports on or before Dec 31st for storage on an external hard drive to be stored at our storage unit.

V. Membership Roster

The membership roster of MCRW is not available for sale and shall not be used for any purpose other than the advancement of the Republican Party. The roster will not be posted on the Club's website or other social media. The roster may be distributed upon request to MCRW Executive Board members and club voting members for their exclusive use and not to be distributed or sold.

VI. Club Business

The Club meets at 12:00 Noon on the second Tuesday of each calendar month approximately ten (10) times per year. The location of the MCRW meetings is the Baylor Club at McLane Stadium. The cost is based on the price established by the Baylor Club, plus credit card processing fees charged to MCRW, and shall be established by the Board. Admittance is by pre-paid reservation only and must be prepaid at least four (4) days in advance of the meeting. No refunds will be issued.

VII. Board Meeting

The Board will meet on the third Tuesday of each month approximately 10 times per year. All meetings will be governed by *Robert's Rules of Order*.

VII. Honorary Life Memberships

The MCRW Executive Board, upon the recommendation of the Club's Officers, shall have the power to grant occasional honorary life membership to MCRW members in good standing who bring exceptional honor to the Republican Party and MCRW over sustained periods. Honorary life members are exempt from paying annual dues, and MCRW will remit per capita dues for life member(s) to TFRW and NFRW annually during the lifetime of honorary life members.

VIII. External Communications

All external communications must be approved by the President or by the member of the Executive Committee whom she designates.