

BYLAWS OF THE HANOVER REPUBLICAN COMMITTEE
Revised and Approved 5/17/08, 11/19/15

Whereas, the Hanover County Republican Committee was formed to promote the election of Republican candidates and to promote the Republican philosophy, the following bylaws are written to further these causes:

ARTICLE I - Name

The name of this organization shall be "County Committee of the Republican Party for Hanover County, Virginia" or "Hanover Republican Committee," hereinafter called the "County Committee."

ARTICLE II - Organization

The County Committee is organized under and governed by the "Plan of Organization of the Republican Party of Virginia," hereinafter called the "State Party Plan" or the "Party Plan." No action of the County Committee nor these Bylaws shall conflict with the State Party Plan as amended from time to time; and to the extent that there shall be a conflict, the provisions of the State Party Plan shall prevail.

ARTICLE III - Objectives

The purpose of the Hanover County Republican Committee is to:

1. promote and promulgate the principles of the Republican Party as set forth in the Republican creed,
2. seek out and encourage qualified candidates to run for public office,
3. elect Republican candidates to public office,
4. assist generally the citizens composing the districts served by the County Committee, and
5. assist elected Republican officials in the execution of their responsibilities.

ARTICLE IV - Membership

SECTION A: Qualifications

All legal and qualified voters, regardless of race, religion, color, national origin or sex, under the laws of the Commonwealth of Virginia, who reside in Hanover County, who are in accord with the principles of the Republican Party, who, if requested, express in open meeting their intent to support all of its nominees for public office in the ensuing elections, and who meet other requirements in the State Party Plan, Article I, Section A may participate as members of the Republican Party of Hanover County in its mass meetings, Party canvasses, conventions or primaries in their respective election districts and are eligible for membership on the County Committee.

A signed membership form expressing the applicant's intent to support the nominees of the Republican Party and meeting the other qualifications in this section must be presented to the Chairman of the County Committee (or Acting Chairman) prior to a vote of acceptance. The annual membership fee shall be paid before or at the meeting at which said vote takes place.

SECTION B: Dues

Each member of the County Committee shall be required to pay reasonable annual dues, the amount of which shall be determined by a majority vote of those members who are present and voting at a duly called meeting. Initially, the annual dues shall be \$25.00. Annual dues of associate members shall be zero (\$0).

SECTION C: Composition

The County Committee shall consist of:

1. A Chairman
2. Precinct Membership – Precinct membership shall consist of one (1) member for each twenty five (25) votes cast in the precinct for the Republican candidate for President or Virginia Governor in the last elections, provided that each precinct shall be entitled to at least one (1) member and members shall represent the precinct in which they are qualified to vote
3. At-Large Membership – At-Large membership shall not exceed twenty percent (20%) of the voting members of the County Committee
4. Ex officio Membership – All publicly elected Republican officials in Hanover County shall, upon payment of annual dues, be ex officio members of the Committee, and
5. Associate Membership – Such persons who choose Associate Membership shall have no voting rights and are not required to attend meetings but will be informed of County Committee activities, including meeting notices under Article VI, Section B, and may attend and participate at meetings.

SECTION D: Election

1. The County Chairman and members of the County Committee shall be elected at the county mass meeting, Party canvass, convention or primary called for the purpose of electing delegates to the Biennial District Convention in the appropriate Congressional District or Districts of Virginia. They shall hold office for two years from the time of their election, until successors are selected, or unless sooner removed.

2. The other officers and the Magisterial District Chairmen shall be elected at the same county mass meeting, Party canvass, convention, or primary as the Chairman and members if the call so directs and otherwise at the annual meeting. Their terms shall be the same as the Chairman and members.

3. Additional eligible applicants (see Article IV, Section A for qualifications) may be accepted by the County Committee for membership at any duly called meeting by a majority of the voting members present, provided however that the applicant shall be present at the meeting where the vote on membership is taken.

SECTION E: Removal from Membership and Loss of Voting Privileges

1. Any member shall automatically lose his County Committee positions if he is absent three (3) consecutive meetings without a proxy or, in the case of ex officio members, voting privileges if he is absent three (3) consecutive meetings under Article VII, Section D of the State Party Plan.

2. Any member shall automatically lose his County Committee positions who supports a candidate in opposition to the Republican nominee under Article VII, Section C of the State Party Plan or who is a candidate, solicits candidates, or serves on a committee to elect other than the Republican nominee for any public office.

3. Any member shall automatically lose his County Committee positions or, in the case of ex officio members, voting privileges who fails to pay his annual dues by April 1 of each year.

4. Notice shall be provided of potential or actual violations under E.1, E.2, and E.3. Members who lose their County Committee positions or voting privileges may appeal those determinations to the Executive Committee which shall review and decide them or refer them to the County Committee for decision.

5. The Chairman or any other officer or member of the County Committee may be removed for cause from office by a two-thirds vote of the membership of the County Committee. However, such person shall be given 30 days' notice in writing that such removal will be sought and the grounds upon which such action is based and signed by not less than one-third of the membership of the County Committee. Such person shall be given reasonable opportunity to appear and respond to the allegations.

SECTION F: Restoration of Membership and Voting Privileges

1. Persons violating Section E.1 may apply to fill the membership and other vacancies in their County Committee positions under Article VI, Section C of the State Party Plan and these Bylaws or, in the case of ex officio members,

have their voting privileges restored by a two-thirds (2/3) vote under Article VII, Section D of the State Party Plan.

2. Persons violating Section E.2 may be re-instated to their County Committee positions by a majority vote of the other members of the County Committee.

3. Persons violating Section E.3 may have their County Committee positions and voting privileges restored upon payment of dues and a majority vote of either the County Committee or the Executive Committee.

SECTION G: Vacancies

1. In the event of the County Chairman's death, resignation, removal or inability to act, the Vice Chairman – Precinct Organization shall call a special meeting of the County Committee to be held within 30 days for the purpose of electing a new County Chairman to fill the unexpired term. (See Article V, Section C.2.)

2. Members may be elected to fill the unexpired term of any elected officer or other vacancy, other than Magisterial District Chairmen, at any regularly scheduled meeting of the County Committee provided that notice of such existing vacancy shall be given with the call for the meeting.

3. Vacancies in Magisterial District Chairmen shall be filled for the unexpired term in accordance with Article V, Section B.3.

4. A member may declare as a candidate for election to a vacant office by the date specified in the call.

ARTICLE V – Elected and Appointed Officers

SECTION A: Elected Officers - General

The elected officers of the County Committee shall be:

1. Chairman,
2. Vice Chairman – Precinct Organization,
3. Vice Chairman – Fundraising,
4. Recording Secretary,
5. Corresponding Secretary,
6. Treasurer; and
7. Magisterial District Chairmen.

No ex officio members, paid members of campaign staffs, or the paid staff of the Republican Party of Virginia shall be eligible to hold these offices.

SECTION B: Magisterial District Chairmen

1. A Magisterial District Chairman for each Magisterial District shall be elected by the members of the County Committee who reside in the respective Magisterial District. Each such chairman shall be responsible for the activities of his Magisterial District, including precinct organizations, and appointment of precinct chairmen who reside within the precincts in his Magisterial District.

2. A Magisterial District Chairman or designee is responsible for contacting new applicants who express an interest in joining the County Committee and complete and sign the membership form. The Magisterial District Chairman or designee shall determine if the applicant meets the qualifications for membership in Article IV, Section A and make a recommendation on electing them to membership.

3. In the event of the removal, resignation, death or change of residence from the respective Magisterial District, a vacancy in the Magisterial District Chairman shall be filled at an election by a caucus of the committee members who reside in such Magisterial District, which caucus shall be called by the Chairman within sixty (60) days by appropriate notice to accompany the call for the County Committee meeting at which such caucus shall act.

SECTION C: Duties of Other Elected Officers

1. The County Chairman shall be responsible for the general execution and implementation of the programs and policies of the County Committee commensurate with achieving the goals of the Party Plan. In addition, the County Chairman shall:

- a. Call mass meetings for convention in accordance with the Party Plan and preside over same until a temporary organization is elected
- b. Represent the County Committee on the appropriate Republican Congressional District Committee (During any 10-year period when the county is in more than one Congressional District, the County Chairman shall serve on the Congressional District Committee of his residence and will appoint a County Committee member who resides in the other district to serve on its Congressional District Committee);
- c. Convene the County Committee no less than once each calendar quarter and more frequently when the needs of the Party so demand; and

- d. Seek Executive Committee approval for the appointment of two qualified individuals, independent of the County Committee, to perform a biennial financial review of the financial records of the County Committee and report to the County Committee, with a copy to the Treasurer.

2. The Vice Chairman – Precinct Organization shall be responsible for the organization of all of the precincts in Hanover County. He shall see that a Precinct Chairman is appointed by the Magisterial District Chairman for each precinct, and he shall work with these Magisterial District Chairmen to see that the Precinct Chairmen are properly trained, instructed and supplied. He shall preside over the County Committee in the temporary absence or disability of the Chairman. In the event of the Chairman's death, resignation, removal or inability to act, the Vice Chairman – Precinct Organization shall act as temporary chairman until a new Chairman is elected for the unexpired term and shall call a special meeting of the Executive Committee within 10 days to act on setting a date for the meeting of the County Committee to be held within 20 days of such Executive Committee meeting for the purpose of electing a new Chairman.

3. The Vice Chairman – Fundraising shall be responsible for planning and executing fundraising activities as assigned by the Executive Committee.

4. The Recording Secretary shall be responsible for taking minutes of all meetings of the County Committee and of the Executive Committee and keep them in his custody. He shall have available for reference at all meetings current copies of the County Committee Bylaws and the Party Plan. The Recording Secretary shall deliver all official records in his custody to his successor within 10 days of the expiration of his term in office.

5. The Corresponding Secretary shall be responsible for such correspondence as directed by the County Chairman and the Executive Committee. The Corresponding Secretary shall be responsible for mailing all meeting notices at the direction of the County Chairman or upon petition of one-third of the members of the County Committee and for stimulating attendance at those meetings as well as special functions. He shall keep on file all communications received and copies of all letters sent out. The Corresponding Secretary shall keep an accurate list of the names, contact, and other information of all members. This membership list shall be available to publicly elected Republican officials, declared Republican candidates and their campaigns, and members of the Executive Committee. Other members may also receive this list at the discretion of the Executive Committee. The Corresponding Secretary shall deliver all official records in his custody to his successor within 10 days of the expiration of his term of office.

6. The Treasurer shall be responsible for the safekeeping and disbursement of all County Committee funds. The Treasurer shall be authorized

to distribute funds under the following conditions:

- a. In accordance with an annual budget approved by the County Committee at a regularly called meeting, provided adequate funds are on hand to meet any priority obligations as established by such budget;
- b. By authority of the County Committee or Executive Committee at a duly called meeting, provided adequate funds to meet other obligations are clearly identified;
- c. Upon the authority of the Chairman or a Vice Chairman, the Treasurer shall also have the authority to make expenditures up to a total of \$300.00.

The Treasurer and the County Chairman are empowered to open a bank account in the name of the Hanover County Republican Committee, and each one is authorized to make deposits and withdrawals from such account.

The Treasurer shall present at each County Committee meeting a report covering the period since the preceding meeting; the Treasurer shall present an annual report to the County Committee at the end of the scheduled year.

The Treasurer shall keep proper records, which are open to inspection by any member of the County Committee at all reasonable times, and upon reasonable notice. The Treasurer shall deliver all official records in his possession to his successor within 10 days of the expiration of this term. The Treasurer shall be a member of the Finance Committee if one has been established by the Chairman.

SECTION D: Appointed Officers

The Chairman, with the approval of the Executive Committee and the County Committee, may establish other offices and appoint members to these offices. Appointed officers shall serve at the pleasure of the Chairman and shall be ex officio members of the Executive Committee.

ARTICLE VI - Meetings

SECTION A: General

The County Committee shall meet at least once in each quarter year. The spring meeting shall be the Annual meeting. Additional meetings as may be required shall be called by the County Chairman or upon petition of one-third of the members of the County Committee.

SECTION B: Notice

Meetings of the County Committee shall be held upon seven days' written notice, with agenda enclosed, to the membership as recorded on the official membership list prepared and maintained by the Corresponding Secretary.

SECTION C: Proxy

A member of the County Committee may be represented at any County Committee meeting by a proxy, subject to the following conditions:

1. No individual may cast more than one vote at any meeting which he attends.
2. Any person who acts as proxy for another must meet the qualifications for membership on the County Committee as stated in Article IV, Section A, paragraph 1 of these Bylaws (which includes that the person be a Hanover County resident and voter, be in accord with the principles of the Republican Party, and intends to support all its nominees for public office in the ensuing elections) and meet the requirement of Article VII, Section A (2) of the State Party Plan (which requires that the proxy holder be from the same Election District represented by the absent member).
3. All proxies shall be in writing, signed by the maker, substantially in the following form:

I, (Name of Committee member), of (address) do hereby appoint (Name of Proxy) of (address) my attorney, to vote as my proxy at a meeting of the Hanover County Republican Committee to be held on the ____ day of _____, 20__, or at the power I should possess if personally present.

Signed this ____ day of _____, 20__.

(Signature)

(Witness)

(Address)

4. Any proxy may be withdrawn by the Committee member giving it at any time prior to its exercise.

SECTION D: Voting by Ballot

At any election where there is more than one candidate for County Committee office, the vote shall be taken by paper ballot accomplished by roll call of membership of the County Committee with each member coming forward to cast the paper ballot when his name is called. No votes shall be allowed by absentee ballot.

In the event that one candidate does not receive a majority on any ballot vote and there are three or more candidates, the candidate with the lowest vote shall be removed; and subsequent votes shall be taken until a majority is reached.

SECTION E: Quorum

Thirty-three percent of the voting members of the County Committee shall constitute a quorum for the transaction of business.

ARTICLE VII - Executive Committee

SECTION A: Membership

The Executive Committee shall consist of the following voting members of the County Committee:

1. County Chairman
2. Vice Chairman – Precinct Organization
3. Vice Chairman – Fundraising
4. Recording Secretary
5. Corresponding Secretary
6. Treasurer
7. Immediate Past Chairman (if still a resident of Hanover County), and
8. Magisterial District Chairmen,

The Executive Committee shall include the following non-voting, ex officio members:

1. The President of the Hanover Republican Women's Club
2. The Chairman of any Young Republican Group of Committee from any high school located in Hanover County
3. The Chairman of any College Republican Group or Committee from any college or university located in Hanover County
4. Appointed officers, and
5. County Committee members on the State Central Committee of the Republican Party of Virginia.

SECTION B: Duties

The Executive Committee shall carry on the business of the County Committee in conformity with the policies and programs of the Republican Party. It shall have the general power to administer the affairs of the County Committee between business meetings and shall report issues to the County Committee.

SECTION C: Proxies

Any member of the Executive Committee may be represented at any Executive Committee meeting by a proxy subject to the following:

1. Any person who acts as a proxy must be a voting member of the County Committee and, in the case of a Magisterial District Chairman, must be from the same Magisterial District as the absent Magisterial District Chairman.
2. The provisions of Article VI, Section C.1, C.3, and C.4.

SECTION D: Voting

A majority of the members of the Executive Committee shall constitute a quorum for the transaction of business.

SECTION E: Meetings

Meetings of the Executive Committee shall be held quarterly upon prior written call of the Chairman or of four members of the Executive Committee unless a majority of the Executive Committee decides such a meeting is not necessary. Notice of Executive Committee meetings shall be given on the County Committee's website, and other members may attend the meetings as observers.

ARTICLE VIII – Committees

SECTION A: Committees

Committees may be established by the County Chairman with the approval of the majority of the Executive Committee. The County Chairman shall be an ex officio member of all committees established, except any committee involving nominations, and shall fill any vacancy as it may occur.

SECTION B: Duties

At such time as any committee is established, its duties will be prescribed by the Executive Committee.

ARTICLE IX - Construction

The use of nouns and pronouns within these Bylaws shall be construed to denote either gender.

ARTICLE X - Amendments

These Bylaws may be amended by a two-thirds votes of those members of the County Committee who are present and voting at a duly called meeting, provided that a copy of such proposed amendments shall be sent by mail or electronic mail to the membership a minimum of twenty one (21) days before the meeting at which the proposed amendments shall be considered for adoption.