

FORSYTH COUNTY REPUBLICAN WOMEN STANDING AND SPECIAL COMMITTEES RESPONSIBILITIES

August 25, 2022

STANDING COMMITTEES

Standing Committee chairmen shall be appointed for a term of two (2) years by the President with the advice and consent of the other elected officers and shall be voting members of the Board of Directors. The Chairman of the Standing Committees shall serve a term of two years and may serve additional terms at the discretion of the President and the Board of Directors.

Each Standing Committee shall develop and outline a program of action in its respective area of responsibility at the first meeting of the Standing Committee and shall present its programs to the Board of Directors meeting following development of the program.

All pertinent materials released by NCFRW and NFRW shall be supplied by the President to Standing Committee chairmen immediately upon receipt.

The Standing Committees shall meet upon call of their respective chairmen and shall make reports at any regular or special meeting of the organization as requested by the President.

The Standing Committees of the Forsyth County Republican Women shall be:

A. FUNDRAISING COMMITTEE

1. Raise money for FCRW operating fund and discretionary contributions to GOP candidates, NCGOP, the NCFRW or NFRW.
2. Money will be raised through direct solicitations, or by hosting special events, projects and activities for the express purpose of enriching the FCRW treasury through the sale of merchandise at events, parties, donation programs, raffles, etc.
3. Other duties as assigned by the President

B. BYLAWS COMMITTEE

1. Understand and interpret the bylaws and standing rules. Review the Bylaws as needed. Follow parameters established by the FCRW, NCFRW and NFRW to enact amendments.
2. Maintain a current copy of the FCRW Bylaws on file with the NCFRW Bylaws Chairman.
3. Correct spelling and grammatical errors in the Bylaws without approval from the Board of Directors, so long as it does not change the substance.

C. CAMPAIGN COMMITTEE

1. Serve as club liaison to and coordinator with Republican candidates by providing the Club with ideas and directions as to campaign activities depending upon the existing local, state or national organization that conducts political campaigns within the community.
2. Establish a work force which can assist campaigns to elect Republican candidates, including, but not limited to:
 - a. Campaign research on issues, candidate opposition, etc.
 - b. Recruitment of candidates
 - c. Polling
 - d. Hosting events for candidates
 - e. Soliciting volunteers for campaign activities
 - f. Work with County Republican Party to assure precinct organization
 - g. Conduct voter registration drives
 - h. Collect, compile, and submit reports of volunteer hours to NCFRW and to the Republican Party as required
3. Other duties as assigned by the President

D. LEGISLATION AND RESEARCH COMMITTEE

1. Monitor and study legislative issues on local, state and national levels and disseminate information on those issues to Club members.
2. Coordinate and collaborate with NCFRW and/or NFRW on pertinent state and/or national issues.
3. Encourage members of FCRW to lobby county, state and/or national policy makers regarding Republican legislative goals.
4. Other duties as assigned by the President

E. PUBLICATIONS EDITOR/COMMITTEE

1. Prepare, send, and place on website the organization's newsletter
2. Prepare and post on all social media accounts, events and activities of the FCRW
3. Properly notify all members of the date, time, and place of the organization's meetings
4. Other duties as assigned by the President

F. CHAPLAIN

1. Provide the opening prayer at executive board and all-member meetings or facilitate other members, including Youth, to do the same.
2. Promote the principles of Biblical and sisterly love, virtue, comfort, and overall well-being to FCRW membership. If an appointee holding a non-voting position of the Board concurrently holds a voting membership, she shall be entitled to vote.

G. PARLIAMENTARIAN

2. Lead the Pledge of Allegiance at executive board and all-member meetings or facilitate other members, including Youth, to do the same.
3. Serve as counsel and give advice on Parliamentary procedures. If an appointee holding a non-voting position of the Board concurrently holds a voting membership, she shall be entitled to vote .

G. WEBMASTER

1. Create and maintain website and social media platforms;
2. Maintain login credentials and instruction document for website and social media platforms and transfer login credentials and instruction document to approved assistant(s) and to future Webmaster;
3. Coordinate with Treasurer to facilitate payments for website hosting, domain name and related e-mail addresses;
4. Coordinate with FCRW officers to populate website and social media platforms to promote membership growth and disseminate relevant FCRW meeting information;
5. Coordinate with and/or maintain appropriate linkages to websites to: North Carolina Federation of Republican Women, National Federation of Republican Women, Forsyth County Republican Party, North Carolina Republican Party, and other websites deemed appropriate based on consensus among FCRW officers.

SPECIAL COMMITTEES

The President may appoint such Special Committees, as she deems necessary to carry out the work of the Forsyth County Republican Women and to perform duties not considered the responsibility of the Standing Committees.

The chairs of Special Committees shall serve at the pleasure of the appointing President, provided such time is limited to the term of the appointing President.

The only Special Committee not appointed by the President is the Nominating Committee which must be elected by the membership. The President has no authority to appoint or suggest members of this Committee.

Special Committees shall include, but not be limited to:

- A. Hospitality
- B. Telephone
- C. Awards/Achievement
- D. Americanism/Caring for America
- E. Historian
- F. Mamie Eisenhower
- G. Community Relations
- H. Protocol
- I. Parades
- J. Literacy
- K. Volunteer