

Blair County Republican Committee BYLAWS

Article I - Name

The name of this organization shall be the Blair County Republican Committee. It may be referred to as the BCRC in these bylaws.

Article II – Object

The object of this organization shall be to supervise, regulate and direct the Republican Party of Blair County, Commonwealth of Pennsylvania.

Article III - Membership

- Section 1. The membership of this organization shall consist of two registered Republicans from each precinct or voting district within the county, as well as the Blair County State Committeeperson. No person shall have more than one vote.
- Section 2. Members of the BCRC, hereinafter Members, elected in the 2020 primary election shall serve one (1) three-year term. The intent of this three-year term is to move the election cycle of Members to an odd-numbered year election. Commencing in the 2023 municipal primary election, and continuing in like manner thereafter, Members will be elected in the spring primary in odd-numbered years for a two-year term, shall commence their office at the Call to Order of the Organizational Meeting, and shall serve until the Call to Order of the next Organizational Meeting.
- Section 3. Each Republican elector shall vote for not more than two candidates, and the two receiving the largest number of votes shall be declared elected.
- Section 4. Whenever it appears that any member of the BCRC is charged with not being a qualified Republican elector, or publicly opposes the Republican Party, or acts contrary to the Bylaws and purposes of the BCRC, or who neglects or refuses to attend the duties of office; that member shall be subject to removal pursuant to the grievance procedure set forth in these bylaws.
- Section 5. In the event of a vacancy on the BCRC for any reason, the Chairman may appoint a registered Republican from that precinct to fill the vacancy. The appointment shall be subject to approval by a BCRC membership majority vote at a BCRC meeting in which a quorum is present. Any member appointed by the Chairman and approved by the BCRC pursuant to this section shall not be eligible to vote on any matters until the next meeting following the BCRC approval of the appointment.
- Section 6. In the event of the elimination of any precinct or voting district, the BCRC members of said precinct or voting district shall continue to serve until the next election of BCRC members.
- Section 7. Upon being duly elected, each Member shall provide the Corresponding Secretary with their electronic mail address that they shall designate for receiving Notices of future BCRC meetings while they hold office.

Article IV - Officers

- Section 1. The officers of this organization shall be a Chairman, one vice chairman from each of four designated regional districts as defined herein, Recording Secretary, Corresponding Secretary and Treasurer. All officers other than the Treasurer, shall be chosen from among the members of the BCRC; however, no State Committeeperson shall serve as an officer of the BCRC. A Chairman's term of office shall begin when they are installed and end upon the installation of the newly elected Chairman.
- Section 2. The Chairman shall appoint the Treasurer, who need not be a BCRC Member, within thirty (30) days after the Chairman is elected. All other officers shall be elected at an Organizational Meeting held within thirty (30) days after certification of the Committee Persons by the Board of Elections. The Treasurer shall be confirmed by a simple majority vote of the BCRC Executive Board at the next meeting following the appointment.
- Section 3. In the event of a vacancy in the office of Chairman, the BCRC shall fill the vacancy at the next regular meeting or at a special meeting called for that purpose by the BCRC Executive Board, with a ten (10)-day notice sent to all members by electronic and or regular mail.
- Section 4. In the event of a vacancy in office other than Chairman or Treasurer, the BCRC Executive Board shall temporarily fill such a vacancy with an eligible candidate at its next meeting. The BCRC will then fill the vacancy with an eligible candidate at its next meeting. Only those members from a designated regional district can vote for a respective Vice-Chairman in that designated regional district.

Article V - Duties of Officers

- Section 1. The Chairman shall preside at all meetings of the BCRC and of the Executive Board. The BCRC Chairman shall appoint the chairman and members of each standing committee and to special committees as may be authorized. The Chairman shall be an ex-officio member of all committees, standing or otherwise.
 - A. In the event of vacancies on a standing committee or special committee, the Chairman may fill the same by appointment.
 - B. The Chairman may appoint poll watchers for any election.
 - C. The Chairman may appoint a Parliamentarian to serve at meetings.

Section 2. The Vice-Chairmen shall assist the BCRC Chairman with such duties, as he/she shall prescribe. The Vice-Chairmen shall be elected, one each, from the four (4) Regional Districts, as defined herein, represented in the county. The Committeemen of their respective districts shall elect them. In the absence of the Chairman, the Vice Chairman from the district with the highest number of registered Republicans in Blair County who is available, and present shall preside. The regional vice chairmen shall plan and coordinate with the standing committees to ensure the goals of the standing committees are fulfilled in their regions.

Section 3. The Recording Secretary shall keep an accurate record of the minutes of all meetings of the BCRC and of the Executive Board, and shall maintain the records in perpetuity. The Recording Secretary shall keep a full and up-to-date roster, shall call the roll of officers and members when so required, and shall certify the existence of a quorum.

- Section 4. The Corresponding Secretary shall send out proper advance notices of all BCRC and Executive Board meetings. He/she shall assist the Chairman in the preparation of the
-

order of business to be considered at each meeting, and shall conduct all correspondence, unless otherwise provided or ordered. The Corresponding Secretary shall also publish and maintain all controlling policies, procedures and rules, not otherwise contained in the Bylaws, approved by the Chairman and/or BCRC Executive Board on the BCRC Website. Any policies, procedures and rules that have been instituted and approved prior to this amended version of the BCRC Bylaws shall be published on the BCRC Website within sixty (60) days.

- Section 5. The Treasurer shall be the custodian of the BCRC's funds. The Treasurer shall deposit the same in such banking institutions as the Executive Board shall authorize, and the account shall be in the Blair County Republican Committee's name. The Treasurer shall be a member ex-officio of the Finance Committee, shall render an annual report, and shall report at such other times as the BCRC may authorize. The books of account shall be opened to the Chairman, Executive Committee, Finance Committee or any entity authorized by the Chairman of the BCRC. The Treasurer shall be responsible for preparation and filing of all financial reports and tax returns as required by law. The Treasurer shall not be a voting member of the BCRC or the Executive Board unless they are also a Member of the BCRC.
- Section 6. In the absence of the Chairman and Vice-Chairmen, the Recording Secretary shall assume the Chair, call the meeting to order and preside until a Chairman Pro-tempore has been elected. Upon the appearance of the Chairman or a Vice-Chairman, either the Recording Secretary or Chairman Pro-tempore, shall cease to preside and the Chairman or Vice-Chairman shall take over.

Article VI - Executive Board

- Section 1. There shall be an Executive Board consisting of the BCRC officers; the chairmen of the standing committees; the state committeemen; a representative from and chosen by any affiliated Republican organization recognized by the Executive Board; and up to six (6) additional members, appointed by the Chairman as additional Executive Board members, provided that no more than three (3) of these persons are not elected BCRC members; but who become ex-officio members of the BCRC and its Executive Board, with full voting rights, upon fulfillment of the following qualifiers.
 - A. The candidate is a registered Republican.
 - B. The candidate is a Blair County resident.
 - C. The candidate has been approved by majority vote of the voting membership of the Executive Board, at a meeting in which a quorum is present.
 - D. Any candidate approved pursuant to this section shall not be eligible to vote until the next Executive Board meeting following approval.
 - Section 2. Only Executive Board members who are members of the BCRC or who are ex-officio members are entitled to vote. Members of the Executive Board shall have only one vote. Proxy voting shall not be permitted.
 - Section 3. A majority of the voting members of the Executive Board shall constitute a quorum.
 - Section 4. The Executive Board shall meet at least once quarterly.
 - Section 5. Special meetings of the Executive Board may be called by the BCRC Chairman or shall be called at the written request of not less than seven (7) members of the Board. No business other than that for which a special meeting is called shall be transacted.
 - Section 6. The Executive Board shall determine the official depository of BCRC funds.
 - Section 7. The Executive Board shall approve the official signatories for all checks. No fewer than two signatures shall be required on all checks.
-

- Section 8. The Chairman shall appoint an auditor within sixty (60) days of the Organizational Meeting, subject to the approval of the Executive Board by a simple majority vote. The auditor does not have to be a BCRC Member. The auditor shall be an ex-officio member of the Finance Committee and shall conduct an annual audit. The auditor shall not be the Treasurer.
- Section 9. Any member of the Executive Board missing three meetings in a twelve (12) month period may be subject to dismissal.
- Section 10. The Executive Board shall hear and rule on all grievances in accordance with the following:
 - A. Grievances must concern a dispute directly related to compliance with these bylaws, or actions taken by one of the BCRC's members. Only BCRC members may file grievances, and if the grievance involves an alleged harm to a particular BCRC member, only the BCRC member allegedly harmed may file a grievance.
 - B. All grievances must be submitted to the Executive Board on a properly completed form prescribed by the Executive Board.
 - C. The grievance may be rejected or denied for failure to submit the grievance within a six (6) month period of time of the alleged offense.
 - D. The Executive Board shall rule upon the grievance within a timely manner and by a majority vote at a meeting where a quorum of eligible voting members is present.
 - E. No BCRC member who is a party to a grievance shall be permitted to participate in ruling upon the grievance.
 - F. If either party disagrees with the Executive Board's decision, he/she may appeal the decision to the BCRC membership at its next meeting where a quorum is present. The BCRC membership, after hearing all parties will then vote on the grievance. The vote shall be by written ballot. No proxy voting shall be permitted. The resulting decision shall be by a majority vote, and shall be accepted as the final ruling of the BCRC concerning the matter.

Article VII - Standing Committees

- Section 1. There shall be the following standing committees: Finance, Events, Candidates and Campaigns, Publicity, and Registration.
 - Section 2. Standing committee chairmen and members shall serve for a two-year period commencing with the Organizational Meeting. Standing committees shall be composed of not less than three members. All standing committee decisions shall be by a majority vote of the standing committee members present.
 - Section 3. The Finance Committee shall prepare the annual operating budget and review the financial operations of the BCRC. They shall prepare such financial documents as the Executive Board shall require. The Finance Committee will assist in any fundraisers necessary to meet the annual operating budget.
 - Section 4. The Events Committee shall be responsible for planning and organizing BCRC events.
 - Section 5. The Candidates and Campaigns Committee shall be responsible for identifying and recruiting Republican candidates to run for all offices in Blair County. This committee shall also be responsible for any candidate training and for supporting the Republican candidates in the General Election.
 - Section 6. The Publicity Committee shall promote the efforts of the BCRC and the Republican Party to the membership, to elected Republican officials, and to the general public.
-

- Section 7. The Registration Committee shall work to increase the number of registered Republican voters in Blair County.

Article VIII - Organizational Meeting

- Section 1. There shall be an Organizational Meeting of the BCRC held at 7:00 p.m. on the third Thursday after certification of the Committee Persons by the Board of Elections
 - A. The BCRC Chairman shall determine the meeting location.
 - B. Notice and Standing Rules of the Organizational Meeting, if Standing Rules are adopted by the Executive Board for said meeting, shall be given to all members elected in the primary election immediately preceding the Organization Meeting no later than ten (10) days prior to the date of the meeting. Notice and a copy of the Standing Rules shall be given to all members elected in the primary election immediately preceding the Organization Meeting by posting them on the BCRC website and via electronic mail if the member has provided an electronic mail address to the Corresponding Secretary. If a member has not provided the Corresponding Secretary with an electronic mail address, that member shall receive Notice of the Organization Meeting via regular mail.
 - C. Proxy voting shall not be permitted.
- Section 2. The order of business at the Organizational Meeting shall be as follows:
 - A. Call to order
 - B. Prayer
 - C. Pledge of Allegiance
 - D. Roll call
 - E. Reading, changes or corrections, and approval of the minutes
 - F. Report of the BCRC Chairman
 - G. Report of the Treasurer
 - H. Election of officers and Regional District Vice Chairmen
 - I. Installation of officers
 - J. Adjournment.

ARTICLE IX - Blair County Republican Committee Meetings

- Section 1. There shall be at least three meetings of the BCRC per year to be held in February, June and October; provided, however, that in years in which an Organizational Meeting is held, the Organizational Meeting shall serve as the June meeting. Prior to all BCRC meetings, a ten (10)-day notice sent to all members by electronic mail and by posting notice on the BCRC website.
 - Section 2. Special meetings may be held as deemed necessary by the Chairman, by a majority vote of the Executive Board, or by a written request and call to the Recording Secretary by one-fifth (1/5) of the members of the BCRC stating the business of such meeting. No business other than that specified shall be transacted or considered at such meetings. Notice of these meetings will be sent via electronic mail at the email address designated by each Member to
-

the Corresponding Secretary and posted on the BCRC website no later than ten (10) days before the scheduled meeting.

- Section 3. For any Committee Meeting and the Organizational Meeting One-fourth (1/4) of the total membership shall constitute a quorum. Should a quorum not be achieved at any Committee Meeting or Organizational Meeting, 15% of the total membership shall constitute a quorum at the next Committee Meeting or Organizational Meeting for that meeting only and shall revert back to one-fourth (1/4) of the total membership, thereafter.
- Section 4. Proxy voting shall not be permitted.
- Section 5. The Executive Board may adopt Standing Rules for the conduct of any meeting. Any Standing Rules adopted hereunder shall be published on the BCRC Website no later than five (5) days prior to the meeting, except that Standing Rules for the Organization Meeting shall be published on the BCRC Website no later than ten (10) days prior to the meeting.
- Section 6. The order of business at regular meetings shall be as follows:
 - A. Call to order
 - B. Prayer
 - C. Pledge of Allegiance
 - D. Roll call
 - E. Reading, changes or corrections, and approval of the minutes
 - F. Reading of communications and correspondence
 - G. Treasurer's report
 - H. Committee reports
 - I. Unfinished business
 - J. New business
 - K. Announcements
 - L. Adjournment.

Article X - Vacancies on the Ballot

- Section 1. In the event of a vacancy occurring on the Republican ballot in any general or special election, in any electoral district composed of more than one county, but less than state-wide, the vacancy shall be filled by the BCRC, in partnership with the other Committees in the affected counties. Pursuant to the Bylaws of the Republican Party of the Commonwealth of Pennsylvania, each county will select conferees to attend a conference at which the candidate to fill the ballot vacancy will be selected. The members of the BCRC shall choose by majority vote their desired candidate to fill the ballot vacancy, and then the chosen candidate may choose the conferees. Voting shall be by written ballot. Proxy voting shall not be permitted.
 - Section 2. In the event of a vacancy occurring on the Republican ballot in any general or special election, for any county-wide office, the vacancy shall be filled by the BCRC, which will have full authority to make and certify said nomination as prescribed by law. Voting shall be by written ballot. Proxy voting shall not be permitted.
 - Section 3. In the event of a vacancy occurring on the Republican ballot in any general or special election, for any office to be voted on only by Blair County electors representing less than the full county, the vacancy shall be filled by those members of the BCRC serving in the voting district or districts in which such ballot vacancy exists. Those BCRC members entitled to vote to fill a vacancy pursuant to this section shall be given full authority to make and certify said nomination as prescribed by law. A meeting of the BCRC members entitled to vote to fill a
-

vacancy pursuant to this section shall be called in accordance with the notice requirements for a BCRC meeting. Attendance at the meeting by one-fourth (1/4) of the BCRC members entitled to vote to fill the vacancy shall constitute a quorum. Voting shall be by written ballot. Proxy voting shall not be permitted.

Article XI - Parliamentary Authority

- The Rules of the Republican Party of the Commonwealth of Pennsylvania shall be the parliamentary authority in all cases not covered by these Bylaws.

Article XII - Amendments

- Any member of the Blair County Republican Committee may propose an amendment to these Bylaws provided they are submitted in writing to the Corresponding Secretary or Chairman. The amendment shall be considered at the next BCRC Committee meeting, but shall not be considered at the Organizational Meeting, and require a three-fourths (3/4) vote of the members present for approval. The Corresponding Secretary shall provide the membership with copies of the proposed change(s) via electronic mail at the email address designated by each Member to the Corresponding Secretary and posted on the BCRC website no later than ten (10) days before the scheduled meeting.
-