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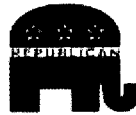
SEP 23 2016

New York State  
Board of Elections

**RULES**

**AND**

**REGULATIONS (By-Laws)**



**GOVERNMENT**

**OF THE**

**REPUBLICAN PARTY**

**COUNTY OF YATES, NEW YORK**

**Rules and Regulations (By-Laws)  
Government of the Republican Party  
County of Yates, New York**

BE IT RESOLVED, that the Yates County Republican Committee of the County of Yates, State of New York, pursuant to the provisions of the Election Law of the State of New York, does hereby enact and adopt the following by-laws and regulations for the organization and governance of the Yates County Republican Committee in the Republican party of the said County of Yates, New York.

**ARTICLE I**

**COUNTY COMMITTEE**

**SECTION I. ELECTION.** There shall be elected in Yates County, New York, biennially, in even-numbered years at the official primaries provided for in the Election Law, or, if no primary is held, pursuant to the provisions of the New York State Election Law, by petition, a Republican County Committee consisting of four (4) members for each election district in Yates County. A reasonable effort shall be made to obtain two (2) members of the opposite sex for each election district in Yates County.

A. Committee members seeking election to a Town or County Committee shall obtain the correct minimum number of petition signatures from his/her election district to be eligible for Town and County Committee membership. Failure to obtain an approved petition, will result in a mandatory two (2) year suspension from eligibility to be appointed to the Town or County Committee should vacancies occur.

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**SECTION II. ELIGIBILITY.** Each member of the County Committee shall be an enrolled voter of the Republican Party residing in the County of Yates and in the Assembly District from which or in the Assembly District containing the election district in which said member is elected, and shall not otherwise be prohibited by law from acting as such committeeman.

**SECTION III. POWERS.** The County Committee shall have general authority for the Republican organization of the County of Yates and every subdivision thereof, except where limited by these rules. All Town Committees shall be under the jurisdiction of the County Committee and subject to such provisions and regulations as it may prescribe. In addition to any special powers herein granted to the County Committee, it shall be the lead organization of the Republican Party in and for the County of Yates and shall have the power to decide all questions relating to party governance.

A. For purposes of election strategy, the Committee Chairperson may request that the Committee Meeting be closed to non- Committee Members.

**SECTION IV. DUTIES.** Members of the County Committee, in addition to the duties imposed upon them by law, shall participate in all primaries and elections in their respective districts and shall:

- A. Cause to be made a canvas before the primary and general elections of all electors within his or her election district and shall furnish such information as may be called for from time to time and discharge other duties as may be required by the officers of the Committee or Executive Committee.
- B. Have charge of the campaign work in such districts, subject to the direction of the Chairman of the County Committee, or to the Town Chairman for their town and furnish such information as may be called for and perform such

other duties as may be assigned to them by the Chairman of the County Committee, or by the Executive Committee, or by the Town Chairman of the town containing the election district which they represent. It shall be the duty of the Town Chairman and several committeemen of each town to organize as a Town Committee for campaign work.

**SECTION V. ATTENDANCE.** County Committee Members are expected to attend all regular meetings and meetings of any sub-committee of which they are a member. Three absences from County Committee meetings within a calendar year may be grounds for dismissal from the County Committee in accordance with and the procedures set forth in Article I Section VIII of these by-laws.

**SECTION VI. RESIGNATIONS.** All resignations from the Yates County Republican Committee shall be tendered in writing addressed to the Secretary of the County Committee, and notice shall be immediately given to the Chairman of the County Committee and to the resigning member's Town Chairman by the Secretary.

**SECTION VII. VACANCIES.** When vacancies occur on the County Committee, the Town Committee Chairperson should recommend (within three consecutive County Committee meetings) to the County Committee, candidates residing in the election district where the vacancy occurs. If no suitable candidate can be found to fill the vacancy from that election district, then another enrolled Republican may be recommended from any other election district in said Town.

If Town Chairpersons are unable to find suitable candidates from the election district where the vacancy occurs or any other election district in said town, the County Committee may fill the vacancy at a meeting of the County Committee by the selection of an enrolled voter of the Republican Party qualified for election from any election district within Yates County and shall have filed with the Credentials

Committee an interim petition that conforms to the rules governing petition that would be filed under Article I, Section I of these by-laws.

The Credentials Committee shall review the interim petitions and rule as to the validity of such petition pursuant to rules set forth in Article V. Section IX of these by-laws. If more than one (1) valid petition for a single committee post for the same district is filed with the Credentials Committee, then neither nor any of the valid petitions shall be considered by the Full Committee until said vacancy can be filled pursuant to the provision of the New York State Election Law.

\* For the purposes of these by-laws, "interim petition" shall mean:

(a.) A petition containing the minimum number of signatures from registered Republicans residing in the election district to be represented similar to those carried by County Committee members every two years to obtain a position on the County Committee.

**SECTION VIII. REMOVAL OF A MEMBER.** A member or officer of the Yates County Republican Committee may be removed by reason of repeated absences as per Article I Section V of these by-laws or of disloyalty to the party\* or corruption in office. Written notice of the charges against the committee member shall be provided to said member no later than thirty (30) days before the hearing hereinafter required. The Chairman of the Yates County Committee shall designate a committee of five (5) persons to hear the allegations against the accused. Said committee shall report its findings to the entire County Committee. The members of the said committee to hear and report shall each reside in different towns in the county and shall all be committeemen. Removal can only occur upon majority vote of the full County Committee.

\* For the purposes of these by-laws, "disloyalty to the party" shall mean:

(a.) Any actions or inactions having a materially deleterious effect on the Party as a majority of the members of the County Committee shall determine on a case by case basis.

## ARTICLE II

### OFFICERS OF THE COUNTY COMMITTEE

**SECTION I. TITLE and MEMBER.** The officers of the County Committee shall be a Chairman, a First Vice Chairman, a Second Vice Chairman, a Secretary, and a Treasurer.

**SECTION II. ELECTION.** All of the officers specified in Section I shall be elected at the organization meeting of the County Committee. A majority of the votes cast at said meeting shall constitute election to office.

**SECTION III. ELIGIBILITY and TERM of OFFICE.** Officers shall be enrolled members of the Republican Party and shall reside within Yates County. If no Committee Member can be found to accept the position as an officer then officer(s) specified in Section 1 need not be members of the County Committee. No person, however, shall hold more than one county officer position at any one time. The officers shall serve for a term of two (2) years or until successors shall be elected and qualify. Within three (3) days after the organizational meeting, the Secretary of the County Committee shall file in the Office of the State Board of Elections and in the County Board of Elections, a certificate stating the names and post office addresses of such officers.

**SECTION IV. DUTIES of OFFICERS.**

- A. CHAIRMAN.** The chairman, in addition to the duties imposed by law, shall be the chief executive officer of the Yates County Committee. He/she shall preside at all meetings of the Yates County Committee and the Executive Committee. He/she shall see that all directives of the County Committee are carried into effect and serve as ex officio member of all standing and special committees. The Chairman shall be a second signatory on all financial records and therefore be able to sign for disbursement of Committee's funds in the case of absence or incapacity of the Committee Treasurer.
- B. FIRST VICE CHAIRMAN.** The First Vice Chairman shall perform the duties of the Chairman in case of the absence or incapacity, and other such duties as may be assigned by the County Committee, Executive Committee, or by the Chairman. The First Vice Chairman shall be a direct assistant to the Chairman. The First Vice Chairman shall also be an ex officio member of all standing committees and special committees, unless otherwise provided by these rules and regulations.
- C. SECOND VICE CHAIRMAN.** The Second Vice Chairman shall perform the duties of the Chairman in case of absence or incapacity of the Chairman and the First Vice Chairman, and such other duties as may be assigned by the County Committee, Executive Committee or by the Chairman. The Second Vice Chairman shall be primarily responsible for party activities involving finance, fund-raising, party events, budget, Town assessments and campaign financing. The Second Vice Chairman shall also be an ex officio member of all standing committees and special committees, unless otherwise provided by these rules and regulations.

**D. SECRETARY.** The Secretary shall be entrusted with the keeping of all records pertaining to the County Committee, or any of its subcommittees in a binder(s) labeled with the dates of the first and last entries of the records contained therein. These records shall be passed on to subsequent elected Secretaries. The Secretary shall also serve as Secretary to the Executive Committee. The Secretary shall record accurate minutes of the proceedings of the County Committee and the Executive Committee and shall submit written copies of previous meeting minutes for approval at the next regularly scheduled meeting. The Secretary shall also perform such other duties as may be prescribed by the rules of the County Committee, or any of its subcommittees or as may be designated from time to time by the Chairman of the County Committee.

**E. TREASURER.** The Treasurer shall keep in a book(s) provided for that purpose, an accurate account of all monies received and the name of the person or persons from whom received, and all monies paid out, and the name of the person or party to whom each payment was made and the purpose thereof. All accounts shall be open for inspection by the Executive Committee and members of the County Committee. These books shall be passed on to subsequently elected Treasurers. The Treasurer shall have the custody and disbursements of all party funds. He/she shall deposit all monies as soon as received in a bank to be designated by the Executive Committee and to the credit of the Yates County Republican Committee. No money shall be withdrawn there from, except upon a check signed by the Treasurer and only in payment of vouchers counter-signed by the Chairman of the County Committee. The Committee Chairman shall be a second signatory on all financial records and therefore be able to sign for disbursement of



Committee's funds in the case of absence or incapacity of the Committee Treasurer. The Treasurer shall present a written report for approval to the County Committee with a copy to the Secretary of monies received and disbursed. All vouchers and receipts shall be preserved by the Treasurer. The Treasurer shall keep and maintain all books required by the Election Law of the State of New York and shall comply with all reporting requirements of the New York State Board of Elections.

**SECTION V. RESIGNATIONS.** All resignations by officers shall be tendered in writing addressed to the Secretary of the County Committee, and notice shall be immediately given to the Chairman of the County Committee (or Vice Chairman when the Chairman resigns) by the Secretary.

**SECTION VI. VACANCIES.** Vacancy in any office of the County Committee shall be filled in the same manner as provided in Article II Section II at any duly called meeting of the County Committee.

**SECTION VII. REMUNERATION.** Compensation or remuneration to be paid to any officer of the County Committee shall be a determination of the Executive Committee.

### **ARTICLE III**

#### **SUB-COMMITTEES**

**SECTION I. STANDING COMMITTEES.** In addition to the Executive Committee, the standing committees of the Yates County Republican Committee shall be: Campaign, Research, Media, Credentials, Rules and Regulations (By-Laws), Finance, Auditing and Caucus.

- A. ELIGIBILITY.** Any registered Republican in Yates County may be eligible for appointment to any standing or special committee. No person shall be a member of more than two (2) standing or special committees at any one time.
- B. APPOINTMENT AND TENURE OF OFFICE.** The members of all committees, and Chairman thereof, both standing and special committees, shall be appointed by the Chairman of the County Committee with consent of the Executive Committee and serve at the pleasure of the Executive Committee, unless otherwise provided by these By-Laws. The Chairman of all standing committees shall be appointed within 60 days of County Committee election of officers.
- C. COMMITTEE MEETINGS.** Each committee shall hold meetings at such time and such place as it from time to time may determine. The Chairman of each committee shall have the power to call for meetings at any time and place. At any meeting of any standing committee, a majority thereof shall constitute a quorum.

**SECTION II. CAMPAIGN.** When necessary, the County Committee Chairman or Executive Committee may cause to be formed a Campaign Committee that shall be responsible for coordinating the campaign efforts of the County Committee in all multi-town election campaigns including all activities relating to organizing and obtaining petitions and overseeing voter registration drives. The Campaign Committee shall also coordinate town committee recruitment of new County Committee members.

**SECTION III. RESEARCH.** When necessary, the County Committee Chairman or Executive Committee may cause to be formed a Research Committee that shall assemble and make available to all Committeemen information concerning issues on

the local, state, and national levels. This committee shall also be supportive of the Executive Committee as a research and analysis staff.

**SECTION IV. MEDIA COMMITTEE.** The Media Committee shall have charge of procuring press representation at functions of the County Committee and it shall prepare and release such publicity pertaining to the activities of the County Committee or its members as the Executive Committee may direct.

**SECTION V. CREDENTIALS COMMITTEE.** The Credentials Committee shall have the responsibility for verifying that all Committee Members are currently registered Republicans and reside in the voting election district they represent.

**SECTION VI. SPECIAL COMMITTEES.** There shall be such other special committees as the Committee Chairman, Executive Committee, or the County Committee from time to time determines necessary.

**SECTION VI. RULES AND REGULATIONS (BY-LAWS) COMMITTEE.** The By-Laws Committee shall be responsible for drafting and presenting to the meetings of the County Committee revisions and amendments to the existing By-Laws, with recommendations as to what action should be taken.

**SECTION VII. FINANCE COMMITTEE.** The Finance Committee shall have charge of all fund raising activities of the County Committee and shall be responsible for recommending to the County Committee and the Executive Committee methods by which contributions to the Republican Party may be obtained. The Finance Committee shall also prepare proposed budgets for election campaigns for multi-town elections and submit them to the County Committee and the Executive Committee for their consideration.

**SECTION VIII. AUDITING COMMITTEE.** The Auditing Committee shall have charge of preparing and submitting to the County Committee the annual audit of receipts and expenditures required by Article IV, Section II of these By-Laws.

**SECTION IX. CAUCUS COMMITTEE.** The Caucus Committee shall have charge of arranging for facilities for meetings of the County Committee and for arranging for all necessary equipment and supplies necessary to conduct such meetings.

#### **ARTICLE IV EXECUTIVE COMMITTEE**

**SECTION I. EXECUTIVE COMMITTEE MEMBERSHIP.** There shall be an Executive Committee consisting of the following:

- A. Chairman of the Yates County Republican Committee
- B. First Vice President of the Yates County Republican Committee
- C. Second Vice President of the Yates County Republican Committee
- D. Secretary of the Yates County Republican Committee
- E. Treasurer of the Yates County Republican Committee
- F. Chairmen of each Town Republican Committee or his/her designee as required by Article VII, Sections I and V of these By-Laws. The Executive Committee members from each town shall be certified as registered Republicans as required by Article I, Section II.
- G. Yates County Republican Elections Commissioner shall be an ex-officio member
- H. Members of the New York State Republican Committee residing in Yates County
- I. At least one (1) representative who is an elected Republican Yates County Legislator.

- J. An elected enrolled Republican representative from any duly recognized Republican organization which has as its primary object the advancement of the Republican Party. The organization, to qualify for representation, shall be recognized by either the Executive Committee or the Yates County Committee. All such representatives under this subsection shall be ex-officio members.

**SECTION II. POWERS AND DUTIES.** The Executive Committee shall, in conjunction with the County Committee, have charge of the Republican Party organization and work and discharge the duties herein assigned to it, with such others that are incidental thereto, and perform such other duties as may be necessary to promote the interest and welfare of the Republican Party in Yates County. It shall have the authority to recommend appointment of officers, and, subject to the provisions of the statutes and rules of the party, have general jurisdiction over, and control of, all matters affecting the party in Yates County when the County Committee is not in session. It shall appoint annually an Auditing Committee to audit all receipts and expenditures for the preceding year following the general election.

A. The Executive Committee may expend up to \$500 without authorization of the full County Committee.

**SECTION III. MEETINGS.** Meetings of the Executive Committee may be called by the County Chairman at his/her pleasure upon 72 hours notice to its members, or at such times as may be established by the Executive Committee.

**SECTION IV. QUORUM.** At any duly called meeting of the Executive Committee, five (5) members actually present shall constitute a quorum.

**SECTION V. PRESIDING OFFICER.** The Chairman of the County Committee shall be the Chairman of the Executive Committee and shall preside at all its meetings.

**SECTION VI. GENERAL COUNSEL.** Following the organizational meeting of the County Committee, or in the event of vacancy, the Chairman, with consent of the Executive Committee, may appoint a general counsel to the Yates County Committee, whose duty it shall be to render, upon request, opinions to the Executive Committee or to the County Committee concerning the legal effect of their various actions and the construction of these By-Laws.

**SECTION VII. VOTING AT THE EXECUTIVE COMMITTEE.** Each member of the Executive Committee attending a meeting of such committee, either in person or by proxy, shall be entitled cast one (1) vote. A majority shall be required to carry any proposition. Where time may be essential, the Chairman of the Executive Committee may poll the members of the Executive Committee by email. In the case of email voting, a majority shall be at least fifty-one (51) per centum of the members of the Executive Committee. This vote shall be reported at the next full County Committee meeting.

**SECTION VIII. PROXIES.** If any town representative from any Town Committee be absent or desire not to participate in any meeting of the Executive Committee, he/she may choose by proxy any other person who would be eligible to be a member of the Executive Committee to appear at such meeting in his/her place which proxy shall be in writing or in the form of an email document, signed by him/her and filed with the Secretary of the Executive Committee. A proxy does not count towards a quorum.

## ARTICLE V

### MEETINGS OF THE COUNTY COMMITTEE

**SECTION I. ORGANIZATIONAL AND REGULAR MEETINGS.** The County Committee shall, within twenty (20) days after its election, meet and organize by election of such officers as provided in Article II, Section II of these By-Laws. Regular meetings of the County Committee shall be at least quarterly or at other times as called for by the County Chairman.

**SECTION II. SPECIAL MEETINGS.** Special meetings of the County Committee may be called by the Chairman or upon written request of a majority of the Chairmen of the Town Committees. Special meetings may only consider the issue(s) specified in the meeting notice. No other business may be undertaken at special meetings.

**SECTION III NOTICE.** At least three (3) days written or emailed notice of either a special or regular meeting of the Yates County Committee shall be given by the Secretary to each committeeman. Committee members may choose from having meeting and other notices delivered by US Postal Mail or by email to the most recent address on file with the Secretary. In the case of special meetings, the meeting announcement shall include the specific reason(s) for calling said special meeting.

**SECTION IV QUORUM.** A quorum of the County Committee shall consist of twenty-five (25) per centum of the actually elected committeemen in Yates County as required by Article I, Section I of these By-Laws. Such committee, unless otherwise provided by law, may transact the business of the County Committee.

**SECTION V. PRESIDING OFFICER.** In the case of the organizational meeting, the Chairman of the preceding County Committee shall call such meeting to order, and preside as Chairman of the same until a new County Chairman is elected.

**SECTION VI. PROXIES.** If any member of the County Committee be absent or desire not to be participate in any meeting of the Committee, he/she may give his/her proxy to some other Republican Committeeman from his/her town committee. Said proxy shall be in writing or in the form of an email memo signed and dated by him/her. Proxies shall be filed with the Secretary of the County Committee before the roll call at the beginning of the meeting. Said proxy may limit the vote of the person carrying the proxy and all such limitations shall be documented in the proxy. Said proxies are valid only for the meeting they were initially submitted. A proxy does not count towards a quorum.

**SECTION VII. CONDUCT OF MEETINGS- ORDER.** At any regular or special meeting of the Yates County Committee, the order of business shall be as follows:

- A. Call meeting to order
- B. Pledge of Allegiance
- C. Request for proxies
- D. Roll Call
- E. Report of Credentials Committee and installation of new members.
- F. Secretary's minutes of the last meeting
- G. Treasurer's report
- H. Report of the Standing Committees
- I. Reports of any Special Committees
- J. Unfinished business



- K. Election of officers
- L. New business
- M. Adjournment

**SECTION VIII. RULES OF CONDUCT.**     *"Robert Rules of Order, Newly Revised,"*  
shall apply whenever not in conflict with any of the provisions contained in these  
By-Laws and New York State election law.

**SECTION IX. ELIGIBILITY TO VOTE.**     No person shall be eligible to vote at any  
meeting of the County Committee unless he/she has been duly elected pursuant to  
the rules set forth in Article I, Section I of these By-Laws, or duly appointed pursuant  
to the rules set forth in Article I, Section VI of these By-Laws. No person shall be  
eligible to vote unless he/she was previously verified as being a registered  
Republican in Yates County and resides in the election district they represent.

**SECTION X. VOTING AT MEETINGS OF THE COUNTY COMMITTEE.**

A. **WEIGHTED VOTE.**     Each qualified County Committeeman shall be entitled  
to cast one (1) vote and such vote shall have the voting power proportional  
to one-quarter (1/4) of the Republican Party vote cast in his/her election  
district for the last Republican candidate for Governor, as provided by New  
York State Election Law.

B. **VOICE VOTE.**     Unless objected to by at least one (1) Committeeman  
present at a meeting of the County Committee, a weighted vote may be  
waived in favor of a voice vote at any such committee meeting on all matters  
coming before the committee, except in reference to the election of

committee officers and the nomination of candidates for party positions or public office, and on such voice vote, the vote of each committee member shall be counted as one (1) and each proxy shall be counted as one (1) vote.

**C. INDIVIDUAL SECRET BALLOT VOTE.** The method for individual secret ballot voting shall be as follows:

1. At the beginning of secret voting, the Secretary of the Committee shall announce, by election district only, the number of weighted votes allotted to each committeeman from said district. Each committeeman present may then mark their ballot with their allotted weighted number.
2. All votes shall be cast by each individual committeeman present in person or by proxy. Said ballots to be written containing the amount of weighted vote.
3. The Secretary shall call the roll by election districts whereby those committeemen present from that district may submit their ballots to the Secretary for counting.

**D. MAJORITY.** A majority of all votes cast shall be required to carry any proposition or for nomination for public office or election of officers of the County Committee.

**SECTION XI. NOMINATIONS FOR ELECTIVE OFFICE OF COUNTY COMMITTEE OFFICERS.**

**A. NOMINATING COMMITTEE.** The County Committee may select a nominating committee whose duties will be to search for elected County Officer candidates for elective office. The County Chairman will appoint a

nominating committee chairperson with at least two other nominating committee members selected by the County Committee. All nominating committee members will be County Committee members. The nominating committee will present its findings to the County Committee at the beginning of election of officers.

**B. CANDIDATES.** All candidates for elective office shall be in conformance of Article I Section II of these bylaws.

**C. NOMINATIONS FROM THE FLOOR.** All nominations and seconds from the floor for elective office or County Committee positions shall be made by a committee member. The presiding officer of the meeting shall have the power to limit debate or discussion on any question by time and/or number of speakers, to limit the number and duration of seconding speeches for any candidate and otherwise to determine questions of procedure of the meeting in a manner not inconsistent with law or these By-Laws, having due regard for fairness and limitations on the time available for the completion of the business of the meeting.

## **ARTICLE VI**

### **COUNTY NOMINATIONS FOR ELECTIVE OFFICE**

**SECTION I. SPECIAL ELECTIONS.** Party nominations to an office to be voted for at a special election involving more than one (1) town shall be made by members of the County Committee from the political subdivision in which the special election is to be held.

**SECTION II. GENERAL ELECTIONS.** Party nominations of a candidate for a vacancy in an elective office to be filled at the next general election involving more than one (1) town occurring after the expiration of the period provided for the delivery by the Chairman to the Boards of Elections of the certified statements provided for in the New York State Election Law, shall be made by the members of the County Committee elected in the political subdivision in which such vacancy occurs, at the official primary preceding the general election at which such vacancy is to be filled.

**SECTION III. RULES OF PROCEDURE.** The chairman of the County Committee is empowered to call a meeting of such members of the County Committee, to fix the time and designate the place of meeting, to call the meeting to order and to preside thereat. All other procedures for the conduct of the meeting shall be as set forth in Article V of these By-Laws.

**SECTION IV. CERTIFICATION OF RESULTS.** The Chairman of the County Committee is empowered to cause the proper certificate of nomination to be filed.

**SECTION V. FILLING VACANCIES.** A committee to fill vacancies, consisting of as many members as the County Committee may determine, shall be elected at such meeting, which committee shall have only the power to fill any vacancy that may occur on the party ticket.

**ARTICLE VII**  
**TOWN COMMITTEES**

**SECTION I. ORGANIZATION.** Within ten (10) days following the primary election, or election without primary pursuant to the provisions of the New York State Election Law, county committeemen in each town shall meet, organize and elect town officers. If the Town Committee cannot fill the necessary officer positions from its members then the committee may appoint a registered Republican(s) from said town to fill the vacant position(s).

**SECTION II. TOWN OFFICERS.** The officers to be elected shall be Chairman, Vice Chairman, Treasurer and Secretary. The secretary-treasurer position may be combined into one office. If none of these said officers is willing or able to serve on the County Committee Executive Committee, then a Town Representative may be appointed by the Town Committee to serve as the Town's representative on the County Executive Committee. Said appointed Town Representative shall become a member of the Town Committee.

**SECTION III. TERM OF OFFICE.** The term of office of these officers of the Town Committee shall be two (2) years or until successors shall be elected and qualify.

**SECTION IV. CERTIFICATION.** The names of these elected Town Officers, with addresses, shall be certified by the Secretary of the County Committee and the Chairman of the County Committee within a period of five (5) days from election as to their being registered Yates County Republicans and reside in the election district they represent and duly elected in their respective districts.

**SECTION V. DUTIES OF TOWN OFFICERS.**

**A. CHAIRMAN.** The Chairman shall be known as the Town Committee Chairman and shall be the chief executive officer of the Town Committee and shall preside at all meetings of the Town Committee. It shall be his/her duty to call meetings of the Town Committee from time to time, to see that the instructions of the County Executive Committee are carried out, to recommend to the County Chairman and the County Executive Committee any measure that may, in the judgment of the Town Committee to be conducive to party advancement, to promptly answer all correspondence from the Chairman of the County Committee and County Executive Committee, to supervise all activities of the Town Committee and to perform all other such duties incident to his/her office and which may aid in promoting Republican Success. The Town Chairman normally represents the town as a member of the County Executive Committee. In the event that the Town Chairman is not willing or unable to serve on the County Executive Committee, he/she shall appoint the Town's Vice Chairman to serve in this capacity.

**B. VICE CHAIRMAN.** In the absence or disability of the Town Chairman, the Vice Chairman shall perform the duties of Chairman. The Vice Chairman shall also serve as an advisor to the Chairman and shall perform such other duties as may be assigned to him/her by the Chairman or by the Town Committee.

**C. TREASURER.** The Town Treasurer shall have the care of all funds of the committee. The Treasurer shall keep the accounts of the Town Committee in books provided for this purpose, which shall be entered in detail all receipts and disbursements. These books shall be open at all times to the inspection of any member of the Town Committee. The Treasurer shall

render accounts of all of his/her transactions and of the financial condition of the Town Committee whenever requested by the Town Chairman or the Town Committee. The Treasurer shall keep and maintain all books required by the New York State Election Law and shall comply with all reporting requirements of the New York State Board of Elections. All books maintained by the Treasurer shall be passed on to subsequent Town Treasurers.

**D. SECRETARY.** The Secretary shall keep records in a book(s) provided for that purpose of all proceedings of the Town Committee and of such other matters as may be deemed advisable by the Town Chairman or by the Town Committee. The Secretary shall be responsible for the serving of all notices of all meetings and the carrying on of all correspondence with other agencies and shall perform such other duties as may be required. All books maintained by the Secretary shall be passed on to subsequent Town Secretaries.

**SECTION VI. EX-OFFICIO MEMBERS.** There may be appointed by each Town Committee as many additional ex-officio committeepersons as the Town Committee may from time to time determine. The powers, duties and manner of election of assistant committeepersons shall be upon such rules as are promulgated by the Town Committee.

**SECTION VII. MEETINGS OF THE TOWN COMMITTEE.** The meetings of the Town Committee shall be at least quarterly or at other times as called for by the Town Chairman. The meetings shall be at such places as are convenient within the town.

**SECTION VIII. VOTING AT THE TOWN MEETING.** Each Town Committeeman shall be entitled to cast one (1) vote which shall not be weighted. The Town Committee may by rule provide that assistant or alternate committeepersons shall have voting privileges at any meeting of the Town Committee, in which case they shall be included for quorum purposes. A majority of all votes cast shall be required to carry any proposition.

**SECTION IX. WATCHERS AND CHALLENGERS.** Watchers and challengers for each election district shall be appointed by the County Committee upon recommendation of the Town Committee in accordance with New York State Election Law.

**SECTION X. RESIGNATION AND REPLACEMENT.** All resignations from the Town Committee shall be tendered in writing addressed to the Secretary of the County Committee, and notice shall be immediately given to the Chairman of the Town Committee by the Secretary of the County Committee. The committee may, by rule, subject to the binding effect of these By-Laws, designate a method of replacement for positions on the Town Committee.

**SECTION XI. QUORUM.** A quorum of the Town Committee and all subcommittees thereof shall consist of a majority of the total membership of such committee, and, unless otherwise provided by law, may transact the business of the Town Committee or any subcommittees thereof.

## **ARTICLE VIII**

### **GENERAL PROVISIONS**

**SECTION I. AMENDMENT.** These rules may be amended or new rules adopted from time to time by a majority vote of the members of the County Committee present at a meeting at which there is a quorum, provided a copy of the proposed



amendment shall be sent with the notice of the meeting at which such amendment is to be proposed, such notice to be mailed not less than five (5) days before such meeting to the post office address of each member of the County Committee.

**SECTION II. BINDING EFFECT.** These By-Laws shall be binding upon all Town Committees within the County of Yates. Whenever these By-Laws conflict with the rules of the State Committee or Election Law, the State Committee rules or Election Law shall prevail.

**SECTION III. ARMED SERVICES.** Members of the County Committee or any other committee provided for by these By-Laws who are in active duty in the Armed Services of the United States shall be deemed temporarily absent and their committee membership temporarily vacant. Such vacancies shall be filled temporarily in the same manner as provided by these By-Laws for the filling of vacancies.

**SECTION IV. THE REPUBLICAN PARTY.** The Republican Party of the County of Yates shall consist of the voters enrolled as members of the Republican Party in the County of Yates, New York.

**SECTION V. CANDIDATE SUPPORT PRIOR TO AND AFTER A PRIMARY OR CAUCUS.** Prior to a Republican Primary or caucus, the County Committee should refrain from supporting any candidate. However, prior to the primary or caucus a Republican Committee member may support any candidate of their choice. After candidates have been selected in the Republican Primary or caucus, only that candidate may be supported by County Committee members.

**SECTION VI. COMMITTEEMAN (or Appointed Officer) RUNNING FOR ELECTIVE OFFICE NOT AS REPUBLICAN CANDIDATE.** When as a result of a Republican Primary election, a Committee Member (or appointed officer) is defeated and

chooses to run as a non-Republican candidate against a duly nominated Republican Candidate in the general election, said person shall excuse himself/herself as a Committeeman (or appointed officer) on all County and Town Committees for the period between the primary and general election.

**SECTION VII. GENDER.** Whenever the words "Chairman," "Committeeman," or "Committeemen," appear in these By-Laws, it shall be construed to mean members of either sex.

**SECTION VIII. INSPECTORS OF ELECTION.** All inspectors of election must be enrolled members of the Republican Party in Yates County prior to the recommendations as inspectors, and must become certified by the Board of Elections as qualified to serve as election inspectors at any election or primary in any election district of the county. The County Committee Chairperson or a the direction of the Chairperson, the Secretary, can supply a list of recommended persons to serve as Inspectors of Elections not later than May 1st of each year with supplemental list to follow. If there are last minute Inspector shortages, the Chairperson can sign an authorization to utilize a non-republican to serve as Election Inspector for a specific term (term being one (1) year, July 15<sup>th</sup> to July 14.

**SECTION IX. POLICIES AND PROCEDURES.** The County Committee may adopt specific policies and/or procedures, to facilitate meeting the committee's objectives. Such policies and procedures shall be in written format, and shall not be in conflict with the provisions of these By-Laws or the Election Law of the State of New York. Policies and procedures may be adopted or amended or deleted at any County Committee meeting by a majority vote of those members present at the meeting, consistent with Article V Section X these By-Laws.

**SECTION X. ADDITIONAL PERSONNEL.** The County Chairman may from time to time employ additional personnel for the conduct of the affairs of the County Committee, at such compensation as may be fixed by the Executive Committee.

**SECTION XI. JUDICIAL DELEGATES, ETC.** Judicial delegates and congressional and senatorial committees are continued and shall hereafter be chosen as provided by statute or rule.

**SECTION XII. EFFECTIVE DATE.** These By-Laws shall become effective immediately upon their passage by the County Committee.

*Adopted by the Yates County Republican Committee on September 15, 2016*

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