

Preble County Republican Party

Rules and Bylaws

Central and Executive Committees

Adopted: September 10, 2019

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ARTICLE I NAME:

The organization consisting of all elected and/or duly appointed and qualified Republican County Central Committee Members of Preble County, Ohio, shall be known as the PREBLE COUNTY REPUBLICAN CENTRAL COMMITTEE ("the Central Committee"). The organization consisting of all those chosen to serve on the Executive Committee, or who are members of said committee *ex-officio*, shall be known as the PREBLE COUNTY REPUBLICAN EXECUTIVE COMMITTEE ("the Executive Committee"). Collectively, the Central and Executive Committees shall constitute the PREBLE COUNTY REPUBLICAN PARTY ("the Party").

ARTICLE II PURPOSE AND DUTIES:

Section 1 - Purpose

The purpose of the Preble County Republican Central Committee shall be to establish the policies of the Party and to further the cause of Republican Party politics in Preble County by securing the most capable administration of government in accordance with the principals of the Republican Party. The purpose of the Preble County Republican Executive Committee shall be to conduct the business and manage the affairs of the Party in concert with the Central Committee and at such times when the Central Committee is not in session.

Section 2 – Duties:

All members of the Central Committee shall strive to work for the benefit of the Preble County Republican Party, its members, and its candidates. They shall make every effort to attend the quadrennial meetings, and any special meetings, in person. *No member of the Central Committee should make any public statement or take any action in support of a local, county, state, or national candidate who is not a Republican, or make any public statement or take any action contra or harmful to a Republican candidate or the Republican cause.* Any person wishing to serve as a Central Committee member shall timely file with the Board of Elections the appropriate petition or statement of candidacy, as required by law and the local rules, and shall be elected for terms of four (4) years.

All members of the Executive Committee shall strive to work for the benefit of the Republican Party by pursuing the policies established by the Central Committee, and by faithfully conducting the business and managing the affairs of the Republican Party.

Section 3 – Governing Rules:

Robert's Rules of Order shall govern all proceedings of the Preble County Republican Central Committee and the Preble County Republican Executive Committee and both will abide by all federal, state, and local laws.

Section 4 – The Pledge:

The members of the Republican Central and Executive Committees pledge to support and vote for all candidates endorsed by the Republican Party and to assist in achieving the purposes of the Party, as described in Article II, *above*.

ARTICLE III OFFICERS:

The Preble County Republican Central Committee and the Preble County Republican Executive Committee shall elect a chairman and vice chairman from their respective committees at the quadrennial meeting. The Treasurer and Secretary (serving both committees) may be from either the Central or Executive Committee. The officers of the Central and Executive Committees shall, at all times, be residents of Preble County and duly registered Republicans.

ARTICLE IV DUTIES OF CENTRAL COMMITTEE OFFICERS:

Section 1 – The Republican Central Committee Chairperson

The Preble County Republican Central Committee Chairperson shall preside at all meetings of the Central Committee and shall officially speak for the Republican Party in party matters. The Central Committee Chairperson shall generally exercise the leadership and perform the duties incumbent upon such position. The Central Committee Chairperson shall also be an *ex-officio* voting member of all standing and special committees of the Central and Executive Committees.

Section 2 – The Vice-Chairperson

The Vice-Chairperson shall, in the absence, disability, or removal of the Committee Chairperson, exercise the powers and perform the duties of the Central Committee Chairperson until such time as the Chairperson resumes the duties or the vacancy is filled. The Vice-Chairperson shall be coordinator and an *ex-officio* voting member of all Standing Committees of the Central and Executive Committee.

Section 3 – The Secretary

The Secretary shall keep a true and accurate record of the minutes of all meetings of the Central and Executive Committees; issue calls for meetings; keep the roll of members and attendance at meetings; mail or e-mail to all members of the Central and Executive Committees, within two weeks after a meeting a copy of the meeting's minutes; and generally perform all of the functions usually incumbent upon Secretaries, together with such other duties as may be delegated to the Secretary by the Central and Executive Committee Chairperson and/or as prescribed by law.

The Secretary shall notify the Chairman of the appropriate committee when a member has had three (3) consecutive unexcused absences.

Section 4 – The Treasurer

The Treasurer shall be the custodian of all funds of the Preble County Republican Party, and shall deposit all funds in a bank approved by the Preble county Republican Party.

The Treasurer shall deposit all income and pay expenses after receiving appropriate documentation. Questions concerning proper documentation shall be referred to the Executive Committee Chairperson for clarification and/or approval.

The Treasurer shall make no disbursements to a candidate, candidate committee, or an issue committee without the approval of the Preble County Republican Party.

The Treasurer shall report at each regular meeting of the Preble County Republican Party all changes from his last report, including income, expenses and all bank balances. A calendar year end report shall be presented at the first regular meeting of the New Year.

The Treasurer shall file, in a timely manner, all reports as required by the Ohio Revised Code and/or the Preble County Board of Elections.

The Central Committee Chairperson shall appoint a three person Audit Committee to audit the Treasurers previous years report and report their findings back to the Preble County Republican Party.

The Treasurer shall maintain a bond in the amount of ten thousand (\$10,000.00) dollars. The bond shall be paid for by the Preble County Republican Party.

Section 5 - Vacancy

When there is a vacancy for the position of any Officer of the Central Committee, other than removal, the vacancy shall be filled by the Central Committee at a special or regularly scheduled meeting called upon at least 21 days' notice to all Central Committee members by U.S. Mail and no later than 60 days after the vacancy has occurred. No absentee ballots will be accepted. Those appearing at said meeting shall constitute a quorum. Vote shall be by secret ballot if there is more than one candidate for a given office, otherwise by voice vote. The candidate receiving a simple majority shall serve the remaining term of the vacated office.

ARTICLE V ADMINISTRATION:

The day-to-day management of the Preble County Republican Party is delegated by the Central Committee to the Executive Committee and shall be performed by the Executive Committee except as otherwise provided herein. The Chairperson of the Executive Committee shall be known as the Preble County Republican Chairperson.

ARTICLE VI MEETINGS OF THE CENTRAL COMMITTEE:

Section 1 – Quadrennial Meeting (Ohio Revised Code § 3517.04)

The Quadrennial Meeting of the Central Committee shall be held not earlier than 6 or later than 15 days following the declaration of the results by the Board of Elections of the election of the members of the Central Committee. Notice of the quadrennial meeting shall be sent to each member-elect by the retiring Secretary by U.S. Mail and copy of the notice shall be posted in the office of the Board of Elections at least 5 days prior to any such meeting.

Section 1A – The Quadrennial Meeting Agenda

- A. The meeting shall be called to order by the retiring Chairperson or Secretary or if there is no such officer, or if such officer is absent, then by a member of the Central Committee designated by the members of the Board of Elections of the same political party.
- B. A temporary Chairperson and Secretary shall be chosen
- C. The committee shall then proceed to organize by the election of a Central Committee Chairperson, a Vice-Chairperson, a Treasurer and a Secretary. No absentee ballots for the election of these officers will be accepted. Those appearing at said meeting shall constitute a quorum. Vote shall be by secret ballot if there is more than one candidate for a given office, otherwise by voice vote. The candidate receiving a simple majority vote shall claim the office in question.
- D. After the election of officers, the Central Committee members from each Township and the City of Eaton shall hold a caucus as set forth in Article VII, to elect their respective Executive Committee representatives.
- E. The Central Committee shall vote on the ratification of the election of the Executive Committee members chosen at said caucuses under Paragraph D above. The Central Committee shall select Executive Committee Officers as addressed in Article VIII, Section 2.
- F. Any matters for the good of the party may be brought to the floor.
- G. Adjournment.

Section 2 – Regular Meetings:

Regular meetings of the Central and Executive Committee's shall be called every other month and more often if needed. Members shall be notified by the Secretary 10 days in advance by email or US Mail.

Section 3 – Special Meetings

The Central Committee Chairperson may call a special meeting of the Central Committee. A special meeting may also be called by petition of at least one-fourth (1/4) of the Central Committee Members or the majority of the Executive Committee in writing to the Chairman or Secretary. Written notice of a Special Meeting shall be mailed to each Central Committee member at least ten (10) days before the meeting. The business of any special meeting shall be limited to the subject or subjects contained in the notice of meeting or petition for the meeting.

Section 4 – Quorum

A quorum of the Central Committee shall consist of the number of Central Committee members present at any given meeting, provided the greater membership of the Central Committee was provided proper written notice of said meeting pursuant to the terms of these by-laws.

Section 5 – Appointment or Replacement of County Central Committee Member:

In the event any member of the Central Committee dies, resigns, or ceases to be qualified to hold office by virtue of relocation or otherwise, the Central Committee shall declare the office to be vacant. The Central Committee shall appoint a qualified person to any vacancy by a majority vote of the members present at the meeting where such vote is held, provided notice of said meeting has been properly served upon all members of the Central Committee as required by these by-laws.

Any person to be nominated for appointment to a vacant precinct must be a Republican in good standing with the Preble County Board of Elections unless the Central Committee, for good cause shown, determines that the person is an undeclared voter and will vote Republican at the next primary election. Nominations to the open precincts of the Preble County Central Committee shall be submitted in writing directly to the Central Committee Chairperson. The nomination for appointment shall be voted on at the next meeting of the Central Committee following the nomination.

Section 6 – Attendance:

All central committee members are expected by virtue of their oaths to attend all meetings of the central committee, or offer valid excuse for any absence. If no valid excuse is proffered and/or accepted by the Central Committee Chairperson, said absence will be considered unexcused. **Three or more consecutive unexcused absences shall constitute good cause for the central committee, upon the successful motion of any member, to request the resignation of the offending central committee member.**

Section 7 – Public Meetings:

Regular meetings discussing the internal business of the Central Committee are not to be held in a public forum. However, when making appointments to fill a vacant public office, the meeting shall be a public meeting and shall be held in accordance with Ohio Revised Code Section 121.22. All votes cast in appointing someone to fill a vacant public office shall be cast via roll call vote.

ARTICLE VII EXECUTIVE COMMITTEE MEMBERSHIP:

Section 1- Organization:

A simple majority vote shall determine the elections for township and Eaton captains, with the members present from each township and the city constituting a quorum. Townships with only one precinct shall be represented by the lone Central Committee member from said township. Any tie votes shall be broken by vote of the Central Committee Chairperson. The Central Committee shall add additional precincts created by the Board of Elections to the appropriate existing Districts. A review shall be conducted every four years before the quadrennial organization meeting to determine the need for revision of the established districts due to population shifts or changes in order that proportionate representation is maintained. This review and revision, if required, shall be completed prior to the quadrennial organization meeting.

Section 1.1 – Membership of the Executive Committee:

The Executive Committee of the Preble County Republican Party shall consist of the following:

1. The twelve (12) Township Captains, selected as detailed below in Sec 1.2,
2. The three (3) Eaton Captains, selected as detailed below in Sec 1.2,
3. All Republican elected county officials, with the exception of the judiciary,
4. Up to Six (6) “AT LARGE” members,
5. One (1) representative of the Preble County Republican Women’s Club (PCRWC)

Note: There must always be more Central Committee persons than non Central Committee persons on the Executive Committee.

Section 1.2 -At Large, PCRWC Club and Township and Eaton Captains:

At the regular quadrennial organizational meeting of the Central Committee, the six (6) AT LARGE members may be nominated. Vote shall be by secret ballot if there is more than one candidate for a given position, otherwise by voice vote. The candidate receiving a simple majority vote shall claim the office in question.

At the regular quadrennial organizational meeting of the Central Committee, the PCRWC shall nominate one member of that club for executive committee membership. Vote shall be by voice vote. A simple majority vote shall claim the office in question for the nominee.

At the regular quadrennial organizational meeting of the Central Committee, each township shall elect for a four-year term one (1) Executive Committee member. The eight precincts of the City of Eaton shall collectively elect three (3) Executive Committee members for four-year terms. Said township and city executive committee members shall serve until their successors are duly elected and qualified. Members of the Central Committee must ratify these elections. There shall be one Executive Committee member from each township, and three members from the City of Eaton, elected by the Central Committee members located within such geographical areas, as follows:

<u>TOWNSHIP</u>	<u>PRECINCTS</u>
1) Jefferson	Jefferson North Jefferson South New Paris North New Paris South
2) Monroe	Monroe Eldorado West Manchester
3) Harrison	Harrison S.E. Harrison West Verona – Harrison N.E. Lewisburg North Lewisburg South
4) Jackson	Jackson

5) Washington	Washington East Washington West
6) Twin	Twin East Twin West West Alexandria North
7) Dixon	Dixon
8) Gasper	Gasper 1 Gasper 2 Gasper 3
9) Lanier	Lanier Southeast Lanier Northwest West Alexandria South
10) Israel	Israel 1 (College Corner) Israel 2
11) Somers	Somers East Somers West Camden 1 Camden 2
12) Gratis	Gratis North West Elkton – Gratis South Gratis Village
13) Eaton (3 Members)	Eaton 1, 2, 3, 4, 5, 6, 7, 8

Section 2 – Executive Committee Member Duties:

An Executive Committee member who is a township or city captain shall represent the interests of the township or city from which he or she is elected. All other Executive Committee members shall represent the interests of the greater Preble County Republican community. In the event that any Executive Committee member is unable to attend an Executive Committee meeting, then he or she shall notify the Executive Committee Chairperson or secretary at least 24 hours in advance of the meeting. Any absences without such excuse will be considered unexcused. **Three or more consecutive unexcused absences may, upon successful motion of any member, result in a call for the resignation of the offending member, or in the alternative, a vote upon whether the offending member shall be removed from office and/or removed from his/her membership in the Executive Committee.**

Section 3 – Removal of Central Committee Officers and Executive Committee Members and Officers:

Section 3.1 – Removal of Central Committee Officers:

The removal of an Officer shall occur at a duly called regular or special meeting of the Central Committee. Notice of such meeting shall have been mailed at least ten (10) days before to the Officer sought to be removed and to all members of the Central Committee. The notice must have the date, time, place of meeting, and the reason or basis for the removal. An affirmative vote of two-thirds (2/3) of the Central Committee members present shall be required for such removal.

Section 3.2 – Removal of an Executive Committee Member or Officer:

The removal of an Executive Committee Member or officer shall occur at a duly called regular or special meeting of the Executive Committee. Notice of such meeting shall have been mailed at least ten (10) days before to the person sought to be removed and to all members of the Executive Committee. The notice must have the date, time, place of the meeting, and the reason or basis for the removal. An affirmative vote of two-thirds (2/3) of the Executive Committee members present shall be required for such removal.

Section 3.3 – Replacement of Removed Officer of Executive Committee Member:

Upon removal of an Officer, the Central Committee shall immediately make nominations and vote to elect a new person to fill the un-expired term of the removed officer. Upon the removal of an Executive Committee person, the Executive Chairman will call a meeting of the Republican County Central Committee members in his or her District to elect a new Executive Committee member.

Section 4 – Special Executive Committee Members:

The Ohio State Central Committeeman and Committeewoman of the Senate District in Preble County shall be voting members of the Executive Committee and Central Committee if the Committeeman or Committeewoman resides in Preble County. The Finance Committee Chairman shall also be a voting member of the Executive Committee.

ARTICLE VIII ORGANIZATION OF EXECUTIVE COMMITTEE:

Section 1 – Organizational Meeting:

Within forty five (45) days after its members are elected by the Central Committee, the members of the Executive Committee shall meet, establish committees and perform other business necessary to the functioning of the Party.

Section 2 – Officers:

See Article III

ARTICLE IX DUTIES OF EXECUTIVE COMMITTEE OFFICERS:

Section 1 – The County Executive Committee Chairperson:

The County Executive Chairperson (Preble County Republican Chairperson) shall preside at all meetings of the Executive Committee and be the official spokesperson for the Executive Committee.

Section 2 – The Vice-Chairperson:

The Vice-Chairman shall, in the absence, or disability of the County Executive Chairperson, preside at meetings of the Executive Committee. The Vice-Chairman shall be the coordinator and an ex-officio voting member of the standing committees of the Executive Committee.

Section 3 – The Secretary:

See Article 4 Section 3

Section 4 – The Treasurer:

See Article 4 Section 4

ARTICLE X EXECUTIVE COMMITTEE MEETINGS:

Section 1 – Regular Meetings:

The Preble County Republican Executive Committee shall meet at least quarterly at a time and place to be determined by the Chairman.

Section 2 - Special Meetings of the Executive Committee:

Special meetings may be called by the Chairman or on the petition of one-third (1/3) of the Executive Committee members in writing to the Chairman or Secretary. Written notice of a Special Meeting shall be mailed or emailed to each Executive Committee member at least ten (10) days before the meeting. The business of such special meeting shall be limited to the subject matter specified in the call.

Section 3 – Quorum of the Executive Committee:

One-third (1/3) of all members eligible to vote, shall constitute a quorum for all meetings of the Executive Committee.

ARTICLE XI COMMITTEES:

Section 1 – Appointment of Committee Chairs:

The Executive Chairman shall appoint all committee chairs.

Section 2 – Standing Committees of the Central Committee:

The standing committees of the Central Committee shall include:

- 1) Bylaws Committee
- 2) Steering Committee

Section 3 – Standing Committees of the Executive Committee:

The standing committees of the Executive committee shall include:

- 1) Preble County Fair Committee
- 2) Preble County Pork Festival Committee
- 3) Finance Committee

Section 4 – Committee Authority:

No Committee shall take or make public any formal action, or make public any resolution, or in any way commit the Republican Party of Preble County on a question of policy or on matters of public interest without having first received the approval of the Central and Executive Committees

Section 5 – Expenses and Receipts:

Any Committees duly authorized to expend money shall submit their bills to the Treasurer within thirty (30) days of the expenditure. Any committee that receives or collects any moneys shall turn over all funds to the Treasurer within seven (7) days.

ARTICLE XII APPOINTMENTS:

Section 1 – Public Office (Ohio Revised Code § 305.02):

If a vacancy occurs in the office of County Commissioner, Prosecuting Attorney, County Auditor, County Treasurer, Clerk of the Court of Common Pleas, Sheriff, County Recorder, County Engineer, or Coroner, the County Central Committee of the Political Party with

which the last occupant of the office was affiliated shall meet to appoint a person to hold the office until a successor is elected. Said meeting shall occur not less than five or more than forty-five days after the vacancy occurs. Not less than four days before the date of such meeting, the Chairman or Secretary shall send by first class mail to every member a written notice which states the time, place and purpose of the meeting.

A candidate must receive a majority of the votes cast by the County Central Committee members present in order to be declared the winner. If a candidate is not elected by a majority vote of the Central Committee present on the first ballot, then a second vote between the two candidates who received the highest number of votes will occur. The candidate receiving the highest number of votes on this second ballot shall be declared the winner. A meeting for the purpose of filling a vacancy in any of the above referenced public offices shall be a public meeting held in accordance with Ohio Revised Code Section 121.22.

There will be no Absentee Ballots accepted (OAG 80-083).

Section 2 – Non-Elected Offices, Positions, Judges and General Assembly:

The Preble County Republican Party may make recommendations in cases where vacancies occur before completion of term in statewide and federal offices, as well as local and state judicial offices.

Section 3 – Board of Elections (Ohio Revised Code § 3501.07):

The Executive Committee shall make and file the recommendation for appointment to the Board of Elections of a qualified elector with the Secretary of State. The meeting to make the recommendation shall be held not more than sixty (60) days or less than fifteen (15) days before the expiration date of the term of office of a member of the Board of Elections. In case a vacancy occurs on the Board, the meeting shall be held within fifteen (15) days of the vacancy to make the recommendation.

ARTICLE XIII ENDORSEMENT OF ISSUES OR CANDIDATES FOR NOMINATION TO OFFICE:

No candidate(s) or ballot issue(s) shall be endorsed by the Preble County Republican Party without approval of the Central and Executive Committee. Such approval shall be voted upon at a regular or special meeting of the Executive Committee and the Central Committee provided that notice of such meeting shall have been mailed or emailed at least ten (10) days before the meeting to all members of the Central and executive Committee stating that the issue of endorsement of candidate(s) or issue(s) by the Preble County Republican Party shall be considered at that meeting. All members attending the endorsement meeting shall be permitted to vote on the endorsements. The votes shall be cast using a secret ballot. No candidate or ballot issue shall be endorsed unless a candidate or issue receives 70% of the votes cast. If multiple

candidates are seeking endorsement for a single office, multiple votes shall be held. After each vote, the candidate with the least number of votes shall be removed from consideration and another vote shall be held until there are only two remaining candidates. If a candidate receives 70% of the votes before there are only two remaining candidates, the voting shall cease and the winning candidate shall be the candidate endorsed by the party. If a candidate does not receive 70% of the votes prior to there being two remaining candidates, a final vote will be held. If a candidate finalist receives 70% of the votes then he/she shall be endorsed, if neither receives the necessary votes, neither candidate will receive the endorsement. Each ballot cast in the endorsement procedure shall include the options for an endorsement as well as the option for "no endorsement".

ARTICLE XIV ADOPTION AND AMENDMENT OF BYLAWS:

These bylaws shall become effective bylaws of the Central and Executive Committees immediately upon their adoption. A copy of the proposed amendments shall be mailed or emailed to each Central Committee and Executive Committee member at least ten (10) days prior to the date of the vote on the proposed amendment. An affirmative vote of the majority of the Central Committee members and Executive Committee members present shall be required for adoption of the proposed change(s), provided that a quorum is present. Any member of the Preble County Republican Central Committee or Executive Committee may propose an amendment to the bylaws provided that a copy of the proposed amendment(s) is given to the Secretary at least seventeen (17) days prior to the Central Committee and Executive Committee meeting so that the Secretary may have sufficient time to provide the requisite notice. Upon timely receipt of a proposed amendment from a Preble County Republican Central or Executive Committee member, the Secretary shall mail the proposed amendment to each Central Committee and Executive Committee member as set forth above.

ARTICLE XV DELIVERY OF OFFICIAL NOTICES

Any member of the Central or Executive Committee may request electronic mailings of any document and/or notice required by these rules to be mailed via US Mail by notifying the secretary, in writing, of the member's decision to opt-out of US Mailings. Electronic mailing will satisfy the US Mailing requirement of these rules.