

# **GEAUGA COUNTY REPUBLICAN CENTRAL & EXECUTIVE COMMITTEES RULES & BY-LAWS**

## **ARTICLE I - NAME**

This organization shall consist of all elected and/or duly appointed and qualified Republican Precinct Committee Members and Executive Committee Members of Geauga County and shall be known as the GEAUGA COUNTY REPUBLICAN PARTY.

## **ARTICLE II - PURPOSE OF THE CENTRAL COMMITTEE**

The purpose of the Central Committee shall be to further the cause of the Republican Party in Geauga County pursuant to the authority and powers vested in it under the laws of the State of Ohio and in accordance with this Rules and By-Laws, and to support Republican policies, programs, and candidates on the national, state and local levels; and with the Executive Committee shall establish the policies, conduct the business and manage the affairs and election campaigns of the Republican Party in Geauga County.

## **ARTICLE III - MEMBERSHIP OF THE CENTRAL COMMITTEE**

The Geauga County Republican Central Committee shall, in accordance with Section 3517.03 of the Ohio Revised Code (hereinafter "ORC"), consist of one member from each election precinct in the County of Geauga who is elected at the Republican primary election in every fourth year beginning in 2018.

In the event of a vacancy of a position of the Central Committee due to a member's resignation, death, removal or the member's move from his/her precinct during the term of office, the Central Committee members at the next scheduled meeting of the Central Committee may fill the vacancy so created by a majority vote of the Central Committee, following recommendations by the Central Committee Chair. The Chairman shall provide the nominee's pertinent biographical information to the Central Committee via e-mail or regular U.S. mail at least ten (10) business days prior to the meeting at which the nominee will be presented to the Central Committee. Any appointee shall not be eligible to vote at the same meeting the appointment is approved. No proxy voting shall be permitted.

No nominee can be named to fill a precinct other than the one in which he/she resides. Any member of the Central Committee who votes a ballot for any non-Republican party in a primary election shall be deemed to have resigned from the Central Committee and shall therefore cease to be a member of the Central Committee. The Central Committee shall fill the vacancy so created by a majority vote of the Central Committee at the next scheduled meeting of the Central Committee, following recommendations by the Chair of the Central Committee.

Central Committee members who wish to retain their seats on the Central Committee, shall file appropriate petitions with the Board of Elections by the corresponding deadline set forth in ORC section 3513.05. The Secretary shall make blank petitions available to any interested member 90 days before the filing deadline.

#### **ARTICLE IV - ORGANIZATION OF THE CENTRAL COMMITTEE**

Pursuant to ORC 3517.04, members-elect of the Central Committee shall meet not earlier than six nor later than fifteen days following certification by the Board of Elections of the officials results of the election or member of the Central Committee in every fourth year beginning in 2018 at a suitable place and time to be designated by the outgoing Chair. Notice of this meeting, giving the place and time, and a copy of these by-laws, shall be sent to each member-elect by the outgoing Secretary of the Central Committee by mail and a copy of the notice shall be posted in the office of the Geauga County Board of Elections at least five days prior to the meeting. The meeting shall be called to order by the outgoing Chair or Secretary, or if there is no such officer, or if such officer is absent, by a member of the board of Elections of the Republican Party designated by that Board.

A temporary Chair and secretary shall be chosen and the Committee shall proceed to organize by election, by majority vote of members-elect present and voting, a Chair, vice-Chair, secretary, treasurer, and such other officers and standing committees as deemed necessary.

#### **ARTICLE V - OFFICERS OF THE CENTRAL COMMITTEE**

The officers of the Geauga County Republican Central Committee shall be the Chair, Vice Chair, Secretary and Treasurer who shall be elected at the biennial reorganization meeting per ORC 3517.04. The Chair shall appoint a Chairwoman with the approval of the Central Committee.

#### **ARTICLE VI - DUTIES OF CENTRAL COMMITTEE OFFICERS**

The Chair of the Central Committee shall be the Republican Party Chair and shall preside at all meetings of the Central Committee, and shall be an ex-officio member of all standing and special committees of the Central and Executive Committees. The Chair of the Central Committee shall be the official spokesperson as to all public pronouncements of the Central and Executive Committees and the Geauga County Republican Party.

The Chair shall have the responsibility and authority, in the case of a tie or a dispute, to cast the deciding vote. The Chair may from time to time appoint such special committees as the Chair deems necessary. The Chair of the Central Committee shall also be the Chair of Executive Committee.

The Vice Chair of the Central Committee shall, in the absence or disability of the Chair, exercise the powers and perform the duties of the Chair.

The Secretary shall keep a true and accurate record of the minutes of all members of the Central Committee, issue meeting calls and keep accurate attendance records of meetings of the Central Committee and of votes upon issues addressed by the membership.

The Treasurer shall be the custodian of all funds of the Party and shall deposit, invest and disburse the same. All disbursements shall be made by duly signed checks drawn on accounts held in the name of the Geauga County Republican Party, which shall bear the signature of any two of the following officers: the Chair, the Vice Chair, the Secretary or the Treasurer. The Treasurer shall make a report at each meeting showing the balance of cash on hand at the end of the last meeting, the receipts received since then, the amounts spent since then, and the present balance. Following the first Central Committee meeting described in Article IV, the Treasurer shall prepare a two-year budget and submit it to the Central Committee for approval at the next scheduled meeting. Routine payment of bills and expenses set forth in the two-year budget do not require the prior approval of the Central Committee. Any expenditure in excess of \$500 that is not set forth in the two-year budget must be presented to the Central Committee membership for prior approval. In emergency situations, as determined by the Chair of the Central Committee, an expenditure in excess of \$500 but not more than \$1,500, may be made by the Treasurer. Such an emergency expenditure, however, shall be subject to ratification by the Central Committee at its next scheduled meeting. The Central Committee may then ratify or disapprove the emergency expenditure. If the Central Committee disapproves the emergency expenditure, the Chairman and Treasurer shall be personally liable for the expenditure and reimburse the Central Committee account from which the expenditure was made within ten (10) business days of the disapproval. The Treasurer shall also be responsible for the timely preparation and filing with the Board of Elections or Secretary of State any and all campaign finance reports required in accordance with Chapter 35 of the Ohio Revised Code. The Treasurer shall also be responsible to file any and all reports that may be required by the Internal Revenue Service.

The County Chairwoman shall be the official liaison between the Geauga County Republican Party and its auxiliary groups and the State and National Woman's groups. She shall counsel and advise these clubs and shall assist the Chair as necessary. In the absence of both the Chair and Vice Chair, duly called meetings shall be called to order by the following persons: Vice Chair of the Executive Committee, Treasurer and Secretary.

The Chair of the meeting may appoint such parliamentarians, sergeant-at-arms, and other assistants as the Chair may deem necessary for the purpose of conducting the meeting. Unexpired terms of officers of the Central Committee caused by any reasons shall be filled by a majority vote of the Central Committee present at a duly called meeting of the Central Committee.

## **ARTICLE VII - MEETINGS OF THE CENTRAL COMMITTEE**

In addition to the organizational meeting described in Article IV above, special meetings of the Central Committee may be called by the County Chair for a specific purpose pursuant to five days' written notice mailed to each precinct committeeman, or any such meetings may be called pursuant to written petition of at least one-fourth of the members of the Central Committee, specifying the purpose of any such meeting and directed to the County Chair and/or the Secretary. A special meeting of the Central Committee may also be called pursuant to written petition of a majority of the members of the Executive Committee, specifying the purpose of any such meeting, and directed to the County Chair and/or the Secretary. Said petitions shall be presented to the Secretary no later than fourteen days prior to said meeting date. The business of any special meeting shall be limited to the subject of the call and/or the petition.

Except when a greater proportion is required by law, at least 25% of the total number of duly elected or appointed Central Committee members must be present at any duly called meeting of the Central Committee in order to constitute a quorum. At any meeting at which quorum is present, all questions, business, and matters coming before the meeting shall be determined by the vote of a majority of all members present. No vote by proxy, delegation or mailed-in ballots shall be recognized.

Roberts Rules of Order, Newly Revised, when it is not inconsistent with the terms of this Constitution and By-Laws, shall govern all procedures of both the Central and Executive Committees.

## **ARTICLE VIII - EXECUTIVE COMMITTEE**

An Executive Committee shall be appointed by the Central Committee at its organizational meeting, or at any meeting pursuant to Article VII, its members to serve until re-appointed or removed by the Central Committee at its organizational meeting by majority vote of members present and voting. Members of the Central Committee ("elected or appointed" members) shall be members of the Executive Committee; provided, however, in any vote in which the Executive Committee and Central Committee participate jointly, each person shall have only one vote.

In addition to the Members of the Central Committee, the Executive Committee shall be comprised of: the County Chairwoman (if the Chair has appointed one); any person serving in the office of Geauga County Commissioner, Prosecuting Attorney, County Auditor, County Treasurer, Clerk of the Court of Common Pleas, Sheriff, County Recorder, County Engineer, Coroner, Ohio state legislature representatives and senators, and U.S. congressman representing districts that represent Geauga County residents (provided such officeholders were elected to office as the Republican nominee through a partisan primary or appointed by the Republican Central Committee pursuant to ORC section 305.02); and no more than thirty (30) additional members. Provided, further, the number of non-elected members of the

Executive Committee shall not be more than one less than the total number of members of the Central Committee. Said additional thirty (30) members shall, upon nomination by the Chair, be approved by a majority of Central Committee Members present at a meeting as set forth in Article VII.

Members of the Executive Committee shall meet either in conjunction with the Central Committee organizational meeting or not later than three weeks after the organization meeting of the Central Committee, pursuant to written notice and call by the County Chair. At this time a Vice-Chair shall be elected by majority vote of those present and voting. The Central Committee Chair will also serve as the Executive Committee Chair. The Central Committee Secretary and Treasurer shall also serve in these capacities and be members of the Executive Committee.

Members of the Executive Committee shall have an equal vote on all matters coming before meetings of the Central Committee except as provided for herein. However, Executive Committee Members shall not vote on matters concerning a vacancy of the office of county commissioner, prosecuting attorney, county auditor, county treasurer, clerk of courts of common pleas, sheriff, county recorder, county engineer, or coroner, pursuant to ORC, Section 305.02, or as otherwise proved by statute. Members of the Executive Committee shall support Republican policies, programs, and candidates on the national, state, and local levels.

## **ARTICLE IX - MEETINGS OF THE EXECUTIVE COMMITTEE**

In addition to the organizational meeting described above, special meetings of the Executive Committee may be called by the County Chair for a specific purpose pursuant to five (5) business days written notice mailed to each member of the Executive Committee, or any such meetings may be called pursuant to written petition of at least one-fourth of the members of the Executive Committee, specifying the purpose of any such meeting and directed to the County Chair and/or the Secretary. A special meeting of the Executive Committee may also be called pursuant to written petition of a majority of the members of the Executive Committee, specifying the purpose of any such meeting, and directed to the County Chair and/or the Secretary. Said petitions shall be presented to the Secretary no later than fourteen days prior to said meeting date. The business of any special meeting shall be limited to the subject of the call and/or the petition.

At least 25% of the members of the Executive Committee must be present at any duly called meeting of the Executive Committee to constitute a quorum, and, at any meeting at which quorum is present, all questions, business, and matters coming before the meeting shall be determined by the vote of a majority of all members present. No vote by proxy, delegation or mailed in ballots shall be recognized.

Members of the Executive Committee in attendance shall constitute a quorum for the transaction of business of the Executive Committee.

## ARTICLE X - MISCELLANEOUS

### 1) ENDORSEMENT OF CANDIDATES FOR NOMINATION TO OFFICE:

Republican primary candidates shall not be endorsed by the Geauga County Republican Central or Executive Committees without the approval of a majority vote of members present and voting at any meeting at which a quorum is present called by the Chair of the Central Committee to consider such action. The Central Committee will not provide funds for candidates in any Republican primary election. Funding for Geauga County Republican candidates shall be provided, if at all, equally to all Geauga County Republican candidates running in a general election. The Chairman may appoint an Endorsement Committee, consisting of five (5) Central Committee members, to consider issues and candidates for the purpose of rendering recommendations to the Central Committee regarding endorsements.

### 2) PARTICIPATION IN FILLING POLITICAL VACANCIES

Vacancies may occur, from time-to-time, in political offices within the County requiring or permitting participation by the Central Committee in screening and selecting a successor or substitute person to fill such vacancy or making a recommendation to the Governor or Legislative Caucus. The Central Committee shall proceed as follows:

(A) **Elected County Offices Vacancy.** In the event that a vacancy 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 occurs under circumstances which permit the selection of a successor by the Central Committee under Section 305.02 of the Ohio Revised Code, such vacancy shall be filled in accordance with the Ohio Revised Code. Not less than five (5) nor more than forty-five (45) days after such vacancy, the Chair shall hold a meeting pursuant to Article VII for the purpose of filling the vacancy. All persons seeking appointment and present at the meeting shall be permitted to address the Central Committee prior to any vote to fill the vacancy. Any appointment to fill such a vacancy will be made by a majority vote of the Central Committee members present at a meeting called for that purpose.

(B) **Judicial Vacancy.** In the event of a vacancy in the office of Judge under circumstances which permit the appointment by the Governor of the State of Ohio to fill the vacancy under Article IV, Section 13, of the Constitution of the State of Ohio, and in the further event the Governor requests the recommendation of the Geauga County Republican Party for appointment to that vacancy, the Chair of the Central Committee

shall appoint a recommendation committee for the purpose of determining which candidates shall be recommended to the Governor. The recommendation committee shall be comprised of the: Chair; Vice Chair; Chairwoman; three (3) other members of the Central Committee chosen by the Chair; and an officer of the Geauga County Bar Association chosen by the Chair. No applicant for the appointment shall be a member of the committee. In the event the Chair is not eligible to serve, the Vice Chair shall appoint four (4) Central Committee members to serve on the recommendation committee. The Committee shall transmit to the Geauga County Bar Association a notice that the Republican Party is seeking applicants for a judicial vacancy. The recommendation committee shall interview all applicants and may request written materials be presented by the applicants. After the interview process, the recommendation committee, by majority vote, shall recommend three (3) applicants to the Governor for such appointment.

**(C) General Assembly Vacancy.** In the event of a vacancy in a General Assembly seat in which all or part of the legislative district is in Geauga County, within twenty-one (21) days of said vacancy, the Central and Executive Committees shall hold a meeting pursuant to Article VII for the purpose of making a recommendation to the Legislative Caucus for appointment to said General Assembly seat. All persons seeking appointment and present at the meeting shall be permitted to address the Central and Executive Committees prior to any vote to recommend a person to fill the vacancy. Any recommendation to fill such a vacancy will be made by a majority vote of the Central and Executive Committee members present at a meeting called for that purpose. Only Central and Executive Committee Members residing in the Legislative district where the vacancy exists shall be permitted to vote.

### **3) VACANCIES IN THE CENTRAL COMMITTEE**

In case of a vacancy caused by a Central Committee member's death, resignation, failure to be elected, removal, or where the member no longer resides in his/her precinct, the vacancy may be filled for the unexpired term by a recommendation of the Chair and a majority vote of Central Committee members present and voting at a duly called Central Committee meeting.

### **4) STANDING COMMITTEES**

The standing committees of the Geauga County Republican Party shall be: Finance; Lincoln Day; County Fair; and Community Outreach. The Chair shall appoint members of the standing committees and only Central and/or Executive Committee members are eligible to be appointed. The members of each committee shall elect a chair of the committee from its members.

**5) CHAIR'S COMMITTEE**

The County Chair, officers of the Central and Executive Committees, and chairs of standing committees shall comprise the Chair's Committee. The Chair's Committee shall be empowered to plan policy, spend money, and do such other things deemed necessary by the Chair on an emergency basis, subject to approval by the Central Committee and the Executive Committee by majority vote of members present and voting.

**ARTICLE XI ADOPTION AND AMENDMENT OF RULES AND BY-LAWS**

These Rules and By-Laws shall become effective immediately upon its adoption by the Central Committee. It may be amended by the Central Committee by a majority vote of its members present and voting at any duly called meeting, provided a copy of any proposed amendment shall have been made available to members of the Central Committee at the Central Committee meeting preceding the meeting to vote. A copy of the approved Rules and By-Laws shall be filed with the Board of Elections within ten days of approval.