

Standing Rules and Bylaws

Of the

Henrietta Republican Committee

PREAMBLE

These Bylaws (the "Bylaws") shall constitute the rules and regulations for governance of the Town Republican Committee (henceforth known as "Committee") of the Town of Henrietta, County of Monroe, State of New York.

ARTICLE 1 – PURPOSES OF COMMITTEE

The purposes of the Committee shall be to further the interest of the Republican Party in the Town of Henrietta, promote diligent, consistent and sustained political action in order to insure the promotion of Republican government in the town, county, state and nation, participate in political functions of government at all levels, select and support Republican Party candidates for elective office and promote the general welfare and progress of the community.

ARTICLE 2 – MEMBERSHIP

2.1 GENERALLY

Membership in the Committee and all offices provided for hereunder shall be open to all citizens of the United States who are duly enrolled to participate in primary elections of the Republican Party and whose primary residency is within the Town of Henrietta.

2.2 COMMITTEE MEMBERS

(A) The Committee shall consist of four (4) County Committee Members per Election District. They shall be known as the Committee, and individually as Committee Members. All Committee Members shall have one vote at meetings of the Committee.

(B) The Committee shall be constituted by the election in each election district within the Town of Henrietta of not more than four (4) County Committee Members in accordance with Article 2 of the Election Law of the State of New York, and the rules of the Monroe County Republican Committee.

2.3 DUTIES

(A) Each Committee Member serves as the representative of the Republican Party in their assigned election district and are responsible for supporting the purposes and activities of the Committee. A Committee Member should be familiar with their neighbors political and government interests. They should work to effectively communicate the message of the Republican Party to the individual voter, and provide input from the individual voter to the Republican Party. Under the guidance of the Town Leader, the Committee Member shall circulate nominating petitions, assist in voter

registration, actively participate in political campaigns, assist with fund-raising events and encourage voter turnout during elections.

(B) Each Committee Member is expected to attend scheduled meetings of the Committee. In addition, each Committee Member should, to the extent possible, attend training sessions, area meetings, political and social functions of the Committee, as well as the Republican Party within the County. Committee Members as a member of the County Committee are encouraged to attend meetings of the County Committee.

2.4 RESIDENCE

A Committee Member shall reside within the Town of Henrietta and within the Assembly District he or she represents. It is preferred, but not required, that a Committee Member also reside in the election district that such Member represents.

2.5 RESIGNATION

(A) Any Committee Member may resign by giving written notice to the Secretary of the Committee. Such resignation shall become effective upon acceptance by the Town Leader. The Town Leader shall file a copy of the resignation with the Monroe County Republican Committee.

(B) A Committee Member shall be deemed to have resigned upon enrollment in another party or moving their voting residence in contravention to the requirements of paragraph 2.4 above.

2.6 VACANCIES

(A) A vacancy occurring in a Committee position shall be filled by the Committee (under rules provided in the Bylaws of the Monroe County Republican Committee), upon the recommendation of the Town Leader.

(B) The filling of any vacancy in a Committee position shall be subject to the "90" day rule described in the Bylaws of the Monroe County Republican Committee with regard to voting at meetings of the County Committee. For purposes of this rule, existing Committee Members who are appointed to fill vacant positions in election districts other than the district they currently represent will be deemed to represent their former election district for purposes of voting at a meeting of the County Committee held within 90 days of their appointment to fill a vacancy in a new election district.

(C) A Committee Member who has been appointed by the Town Leader and approved by the County Committee will be eligible to vote in a Committee meeting 90 days after the County Committee approval.

2.7 REMOVAL

(A) A Committee Member may be removed by the Monroe County Republican Committee after recommendation by the Officers of the Committee as submitted by the Town Leader to the County Secretary, after notice and hearing in accordance with the

Bylaws of the Monroe County Republican Committee and the Election Law. Grounds for removal are:

- I. Disloyalty to the Party;
- II. Corruption in office;
- III. Persistent and unexcused failure to perform the duties set forth in Paragraph 2.3 herein;
- IV. Failure to maintain enrollment in the Republican Party, or enrollment into another political party.

ARTICLE 3 – TOWN LEADER

3.1 SELECTION

At the biennial Organizational Meeting of the Committee held as prescribed by law, there shall be voted a recommendation to the Chair of the Monroe County Republican Committee, for appointment as Henrietta Republican Town Leader to represent the County Chair within the Town of Henrietta. The candidate for appointment shall be an enrolled Republican whose primary residency is within the Town of Henrietta, and a Member of the Committee. The candidate for appointment may be an officer of the Committee. No Committee Member shall simultaneously serve as Town Leader and Treasurer.

3.2 TERM

The Town Leader shall be elected to a two (2) year term and shall serve at the pleasure of the County Chairman. In the event of a vacancy occurring in the interval between Organizational Meetings, the vacancy shall be filled at a regular meeting of the Committee.

3.3 DUTIES

In addition to duties set forth elsewhere in these Bylaws, the Town Leader is responsible for:

- I. Being the chief political spokesperson for the Henrietta Republican Committee;
- II. Recommending and coordinating political policy for the Committee;
- III. Reporting regularly to the Committee about the activities and concerns of the Monroe County Republican Committee;
- IV. Attending or designating someone to attend on behalf of the Town Leader, Monroe County Republican Executive Committee Meetings

ARTICLE 4 – QUORUM AND VOTING

4.1 QUORUM

At all meetings of the Committee, there shall be a quorum present consisting of a minimum of thirty (30) percent of all members, including Officers of the Committee, entitled to vote. Less than a quorum may adjourn the meeting, by a majority vote of those present, to a new date set not later than ten (10) days thereafter.

4.2 MAJORITY

A majority shall be one more than one half of members present and entitled to vote at a meeting.

4.3 PROXIES

Proxies or alternates shall not be permitted at any meetings.

4.4 VOTES

(A) All votes taken to designate candidates and elect officers shall be by secret ballot unless uncontested. A majority vote shall be required in order to designate a candidate or elect an officer. If more than two persons are nominated and no one person receives a majority vote, the lowest ranked person will be dropped from the ballot and the remaining persons will be voted upon in another round, this process continuing until there is a majority vote.

(B) All other votes shall be by show of hands or secret ballot upon motion and vote.

(C) Committee Member eligibility to participate in votes to designate candidates and elect officers is contingent upon the following criteria being met within the previous twelve (12) calendar months:

- I. Attend a minimum of three (3) regularly scheduled meetings of the Committee. Including the meeting prior to the vote in question.
- II. Volunteer to work at least one (1) Committee event such as fundraisers, voter outreach or campaign events.

These criteria may be waived for any Committee Member on a case by case basis at the discretion of the Officers of the Committee. A waiver shall be obtained prior to the meeting where the vote is to be held.

ARTICLE 5 – OFFICERS OF THE COMMITTEE

5.1 ELECTION

The Officers of the Committee shall be Committee Members and duly elected to a two (2) year term by a majority vote of the Committee at an Organizational Meeting held within fifteen (15) days after the Primary Election.

5.2 POSITIONS

The Officers of the Committee shall be a Town Leader, Chairperson, Vice-Chairperson, Secretary and Treasurer.

5.3 DUTIES

The duties of the Officers of the Committee shall be those contained in the Job Description for their respective office.

5.4 APPOINTMENTS

The Town Leader may appoint a Deputy Town Leader, and other officers as may be deemed expedient in fulfillment of required duties - - e.g. Internal Chairperson, External Chairperson, Recording Secretary, Parliamentarian, Sergeant-At-Arms.

ARTICLE 6 – MEETINGS

6.1 AMENDMENTS

Amendments may be introduced by a two-thirds vote of the members of the Committee present at a meeting and entitled to vote 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 not less than fourteen (14) business days before such meeting and to be mailed to the post office address of each member of the Committee (Article 2, Section 1 (2) of the Election Law of the State of New York).

6.2 BUSINESS CONDUCT

The Committee, its officers and members, shall for the purpose of acceptable and orderly business shall conduct and be guided by the Bylaws of said Committee.

6.3 RULES AND REGULATIONS

In the event that any rules of this Committee shall conflict with the Rules and Regulations of the Monroe County Committee, the latter shall prevail.

6.4 MEETINGS

Regular Meetings of the Committee shall be held at the call of the Town Leader.

6.5 SPECIAL MEETINGS

Special Meetings may be called by the Town Leader or by written request for such a meeting signed by at least twenty-five percent (25%) of the voting members of the Committee as delivered to the Secretary. The town leader must hold a special meeting

not less than ten (10) days not more than forty-five (45) days from the date of receipt of the written request by the Secretary.

6.6 CHAIRED

The Committee Chairperson shall be guided by Robert's Rules of Order – Revised, except where superseded by the State Republican County Committee Rules, and these Bylaws shall govern the conduct of all meetings. For expediency, the Chairperson shall rule in matters of order in all meetings.

6.7 ROBERTS' RULES OF ORDER

The official copy of Roberts' Rules of Order – Revised, shall be kept in the possession of the Secretary of the Committee.