

# STRAFFORD COUNTY REPUBLICAN COMMITTEE BYLAWS

## ARTICLE I NAME

The name of this organization shall be the "Strafford County Republican Committee": hereinafter referred to as the "County Committee".

## ARTICLE II PURPOSE

A. The purpose of the County Committee shall be:

- (1) to execute its duties in cooperation with the NH Republican State Committee in accordance with the State Committee's bylaws, and RSA 667:22;
- (2) to encourage the active participation of all persons in, and to support and advance the cause of, the Republican Party at all political levels;
- (3) to recruit qualified Republican candidates to run for public office at all political levels;
- (4) to support the election of members of the Republican Party to all political offices;
- (5) to direct the general policy and campaign activities of the County Committee organization;
- (6) to remain neutral in all activities relating to primary races at all political levels;
- (7) to raise funds necessary to carry out the activities of the County Committee which may include, but are not limited to:
  - the distribution of funds to county candidates for use in their campaigns;
  - the promotion or support of the County Committee's slate of candidates; and,
  - to cover the general expenses associated with the operation of the County Committee.
- (8) to perform all duties by law or custom as required.

## ARTICLE III COMPOSITION and MEMBERSHIP

### A. County Committee Members

The members of the County Committee are elected by the nominees and elected delegates in the county at a caucus called by the State Committee Chairman following the state primary election, and no later than December 15<sup>th</sup> following the state primary.

County Committee Members so elected are members of the State Committee, as well as the County Committee, and shall represent Strafford County at the State Committee meetings.

The members of the County Committee shall elect the officers of the County Committee and fulfill the duties outlined in the Republican State Committee Bylaws, Article I, Section 2.

Excerpt from the State Committee Bylaws, Article I, Section 2

*It shall be the responsibility of each member of the State Committee in his or her respective town, city or region, to participate fully in their local/regional and County Committees consistent with local/regional and County bylaws, to help recruit and elect Republican candidates and to promote the general welfare of the Republican Party.*

### B. Committee Membership Vacancies (03-14-2020)

Vacancies to the County Committee membership shall be read into the minutes of the next State Executive Committee meeting.

Vacancies to the County Committee membership shall be filled by election in accordance with Article VI, Section E. Associate Members may not vote to fill the County Committee vacancy. Any newly elected member shall also become a State Committee member when their name has been read into the minutes at the next State Executive Committee meeting.

### **C. Resignation / Removal (03-14-2020)**

Any member who has tendered their resignation from the County Committee will also be removed from the State Committee.

Any member not in compliance with the duties outlined in Article III, Section A, and having missed three consecutive unexcused County Committee meetings, shall be considered to have tendered their resignation as a member of both the County Committee and State Committee. The member shall be notified by written or electronic means of the intended removal and given the option of attending the next scheduled County Committee meeting to protest removal. Failing to respond or attend the next meeting, the member shall be considered to have tendered their resignation.

Any member having resigned, or having been removed, shall be replaced by election, per Article III, Section B (Committee Membership Vacancies).

### **D. Associate Members**

Associate membership in the Strafford County Republican Committee shall be open to registered Republican voters residing in Strafford County. Upon request, proof of residency shall be provided to the Secretary.

Each individual desiring to be an Associate Member shall be responsible for registering to be an Associate Member and ensuring the County Committee Secretary is furnished with their preferred contact information.

Membership dues may be assessed for Associate Members at an annual rate recommended by the Executive Committee and approved by vote of the County Committee. Dues shall be assessed and paid based on a per calendar year basis (or any portion thereof).

Voting privileges for Associate Members shall begin at the first meeting following registration and payment of annual dues.

**\*Associate members may vote on all business to come before the committee except they may not vote for new members, per Article III, Section B; the election of officers; or any matter dealing with disbursement of funds. \* Updated 3/2025**

## **ARTICLE IV OFFICERS of the COMMITTEE**

### **A. Composition**

The officers of the County Committee shall consist of: (a) Chairman, (b) Vice Chairman, (c) Secretary, and (d) Treasurer. Said officers shall be elected at the first meeting following the election of the County Committee Members after each biennial election.

#### **1. Chairman**

The Chairman shall be the chief executive officer and the duties of the Chairman shall include, but are not limited to, without restriction:

- representing Strafford County on the State Executive Committee as well as attending all State Executive Committee meetings. If the Chairman is unable to attend a meeting, the Chairman may designate a proxy in writing, to attend the Executive Committee meeting on their behalf, as well as vote in their stead.
- (b) organizing of each town or city within the County, in accordance with Article V, Section 2 of the State Committee bylaws.
- (c) scheduling of County Committee meetings;
- (d) presiding over County Committee and Executive Committee meetings;
- (e) filing of annual activities reports with the State Party Chairman;
- (f) providing meeting notice to all members (Article VI);
- (g) appointing all special Committees and the membership thereof, and;
- (h) serving as Ex Officio on all special Committees.

## **2. Vice Chairman**

The Vice Chairman shall assist the Chairman in the performance of the Chairman's duties, and in the absence of the Chairman, shall assume the duties of the Chairman.

## **3. Secretary**

The Secretary shall maintain:

- (a) attendance records;
- (b) recordings of all proceedings;
- (c) an accurate roster of membership;(d) registration forms for membership, and; (e) a record of meeting notices.

In the absence of both the Chairman and the Vice Chairman, the Secretary shall assume the duties of the Chairman.

## **4. Treasurer**

The Treasurer shall be the custodian of all County Committee funds and shall report all receipts and expenditures at each meeting thereof since the preceding report. The Treasurer shall make disbursements at the direction of the Chairman when approved by:

- (a) a majority of voting members in attendance at a County Committee meeting, or
- (b) a majority of Executive Committee members not to exceed \$500 for any single disbursement. For any disbursement authorized by this section, the vote shall be recorded and reported at the next meeting of the SCRC. (09-26-15)

## **B. Resignation/Removal from Office**

Any officer missing three (3) consecutive unexcused County Committee meetings shall be considered to have tendered their resignation as an officer. A replacement shall be elected per Article V (Executive Committee vacancies).

Any officer may be removed at any time by a 2/3 majority vote of the County Committee Members. No vote to remove any officer shall be valid unless each County Committee Member has received notification in accordance with Article VI, Meetings. A replacement shall be elected per Article V (Executive Committee vacancies).

## **C. Impartiality**

All officers shall remain neutral during any primary campaign. Any public endorsement, show of partiality, or act on behalf of any single "declared" candidate in any primary campaign by any officer shall constitute an immediate forfeiture of office. By motion, a 2/3 majority vote by County Committee Members shall determine whether an officer has violated this provision.

# **ARTICLE V COMMITTEES (9-26-15)**

## **A. Executive Committee**

### **• General**

The Executive Committee shall consist of the Chairman, Vice Chairman, Secretary and Treasurer of the County Committee. The Executive Committee shall function as the governing body of the County Committee, and shall make all decisions and take all actions necessary to effectuate the stated purpose of the County Committee as outlined above, during those periods of time when the County Committee is not in session. The Executive Committee shall meet at the direction of the Chairman.

### **2. Executive Committee Vacancies**

Vacancies in any of the officer positions as enumerated in these bylaws shall be filled on a temporary basis by a majority vote of the Executive Committee. Said vote shall take place within thirty (30) days of the date the vacancy occurs. Such temporary officers shall serve until the next meeting of the County Committee. In the event of a vacancy, a replacement will be made in accordance with Article III, Section A, of the Committee By-laws.

## **B. Fiscal Oversight Committee (09-26-15)**

- **Purpose**

The purpose of the Fiscal Oversight Committee shall be to assist the Executive Committee in all matters financial, as well as perform regular audits of all SCRC financial records and transactions.

- **Membership of Committee**

The Fiscal Oversight Committee shall consist of the following members:

- The SCRC Vice Chairman;
- The NHGOP Area 2 Vice Chairman; and,
- Three County Committee Members, none of which are Executive Committee members, who are appointed by and serve at the pleasure of the Chairman of the SCRC.

- **Duties**

The duties of the committee shall be as follows:

- To ensure, in coordination with the Treasurer, that sound fiscal policies exist and are employed for the handling and accounting of cash, checks and other negotiable items between the Treasurer and any subdivision(s) within the SCRC;
- Not less than each calendar quarter, meet to review and approve the accounting and financial records of the SCRC.

Such accounts and financial records shall be provided by the Treasurer no less than quarterly, or at any time upon request of a majority of the Financial Oversight Committee;

- On a no less than a quarterly basis, report its audit findings to the SCRC members;
- Facilitate and coordinate the transfer of all financial and accounting records anytime there is a newly elected Treasurer; and,
- A minimum of one member shall be required to audit and be present at each SCRC sponsored Event.

## **ARTICLE VI MEETINGS**

### **A. Required Meetings**

The County Committee shall meet;

- (1) not more than 28 days, following the election of the County Committee Members, and;
- (2) monthly, unless agreed to otherwise by a majority vote of the County Committee Members.

### **B. Member Requested Meetings**

The County Committee may meet at any time upon the call for such a meeting by the Chairman or Vice Chairman, or upon the written and/or electronic request of 25% of the County Committee Members. Once requested, the meeting shall be held within 28 calendar days of the notification of the request.

### **C. Quorum**

A quorum at any meeting shall consist of **\*25** County Committee Members, **\*not to include Associate members.** **\*Updated 3/2025**

### **D. Notification**

The Chairman of the County Committee shall be responsible for providing written and/or electronic notification to all members at least ten (10) days in advance of any County Committee meeting. Written and/or electronic notice shall also be given at least 10 days in advance of the election of County Committee Members.

## E. Voting

The following provisions shall govern the conduct and operations of the County Committee as created by these Bylaws:

- (1) each voting member in good standing (per Article IV Membership) shall have one vote.
- (2) \* **when a quorum of committee members is present,(Updated 3/2025)** a majority of those members present and voting shall decide all questions.
- (3) in the event of an election where more than two candidates are running for one office, a plurality of those County Committee Members present and voting shall be sufficient to elect. **\*The vote shall be by paper ballot with each voter being validated when casting their ballot. Updated 3/2025**

## F. Electronic Voting for Emergency Fund Disbursement (04-28-12))

On rare and urgent occasion, when at least two Executive Officers deem it necessary, funds exceeding the limits in Article IV A.4. (b) may be disbursed after an electronic vote of the membership is solicited.

The following procedures shall be utilized when electronic voting for emergency fund disbursement is required:

- 1) A motion shall be drafted by the Chairman (or another Executive Officer designated by the Chairman) requesting the amount and reason for the funds required. The proposed motion shall be worded so that only a “yea” or “nay” vote is required by the voting member.
  - 2) The motion shall be sent electronically to each eligible voting member (both County Committee and Associate Members). Each member queried shall have 48 hours from the distributed time of the electronic query to respond to the motion in order for their vote to be tallied. A majority of those eligible voting members submitting their electronic vote shall determine the motion.
  - 3) The disposition of the motion shall be electronically broadcast within 24 hours of the close of voting (72 hours after the motion was distributed) to each eligible voting member.
- Electronic records of each vote received shall be retained by the Secretary until the completion of the next County Committee meeting. The motion, as well as the disposition thereof, shall be placed on the agenda for the next County Committee meeting.

## ARTICLE VII AMENDMENT of BYLAWS

**A.** Any amendment to the bylaws shall be filed with the Republican State Executive Committee. These bylaws may be amended at any meeting of the County Committee by vote of the majority of the County Committee voting members present. Written notification of the proposed change(s) shall be made no less than 30 days in advance of a vote to amend.

**B.** Commencing March 25th, 2012, each amendment to these Bylaws shall be annotated by placing the amendment date at the end of each amended paragraph.

## ARTICLE VIII RULES of ORDER

**A.** All questions on parliamentary law and rules of order which are not provided for in these Bylaws shall be governed by the most current *Roberts Rules of Order*

**B.** All County Committee and Executive Committee business and meetings shall be governed by *Robert's Rules of Order*.

Bylaws adopted March 24, 2012, amended September 26, 2015, March 14, 2020, and March 8, 2025.