

**PLAN OF ORGANIZATION  
NEW HANOVER COUNTY REPUBLICAN PARTY  
ADOPTED MARCH 10, 2016**

- I. This Plan is adopted pursuant to the North Carolina Republican Party Plan of Organization, which shall hereinafter be referred to as the "State Plan of Organization."

II. **Precinct Organization & Meetings**

Precincts within the County shall be organized as provided in the State Plan of Organization. Annual precinct meetings shall be called as set forth in the State Plan of Organization. At odd year precinct meetings, Precinct Committee members shall be elected as set forth in the State Plan of Organization, and Precinct Committee members shall include a Precinct Committee Chairman, Precinct Committee Vice-Chairman, and Precinct Committee Secretary. To be elected as Precinct Committee Chairman, Precinct Committee Vice-Chairman, Precinct Committee Secretary, or Members at large the person must be present at the annual precinct meeting. Each officer position and at-large position on the Precinct Committee should be filled by a different individual, such that no one person serves in two or more positions (i.e., Vice-Chairman and Secretary).

The precinct officers and Precinct Committee members shall perform the duties required of them under the State Plan of Organization. Any vacancy in any precinct officer position other than Precinct Committee Chairman, or any at-large Precinct Committee member position, shall be filled by the remaining members of the Precinct Committee at a precinct meeting as set forth in the State Plan of Organization.

Delegates and alternates to the County Convention shall be elected at the precinct meetings as set forth in the State Plan of Organization. Those wishing to be delegates to the District and/ or State Conventions, and who are unable to attend the County Convention, must complete the official form for those in absentia along with the delegate fee. Forms must be submitted to the Party Secretary by close of Convention.

Other meetings of the precinct general membership may be held at such time as shall be designated by the Chairman of the Precinct Committee after giving 5 days notice of such meeting in a newspaper of general circulation within the County; or upon similar call of 1/3 of the members of the Precinct Committee, or 10 members of the general precinct membership.

III. **County Convention**

At the County Convention, which shall be duly called in accordance with Article III A. 1 of the State Plan of Organization, the following offices and positions shall be filled by election in the odd-numbered years:

- A. Chairman
- B. First Vice-Chairman
- C. Vice-Chairman
- D. Secretary
- E. Treasurer
- F. Such other Officers as described herein.

The Chairman, First Vice-Chairman, Vice-Chairman, Secretary, and Treasurer shall hereinafter be referred to as the "Executive Board." All members of the Executive Board are voting members of the Executive Committee. All members of the Executive Board serve as elected officials for the New Hanover County Republican Party, and they, therefore, may not serve during their term on the Executive Board in a leadership capacity of any other group or organization existing for the purpose of political action or advocacy.

Additionally, Delegates and Alternates to the District Convention and the State Convention shall be duly elected at each annual convention and shall comply with Section II above.

At the County Convention, only delegates duly elected at the Precinct Meetings shall be entitled to vote, and each delegate present shall be entitled to one vote, up to the maximum votes allowed for each precinct. Votes within a precinct shall not be divided among delegates on a fractional basis.

#### **IV. County Executive Committee**

In addition to the persons elected pursuant to Article III above, the following shall serve as voting members of the County Executive Committee and must be residents of the County:

- A. Of the chairs of the Committees identified in paragraph VII below, up to 5 shall be selected as members by the Chairman of the New Hanover County Republican Party, and shall not affect quorum.
- B. The immediate past Chairman of the New Hanover County Republican Party as an ex officio member, and shall not affect quorum.
- C. Up to 43 precinct committee chairmen, only one from each precinct serving at a time, and shall not affect quorum.
- D. All duly elected members of the State Legislature and all duly elected local officials, during their elected term, and shall not affect quorum.
- E. Up to 10 at large members selected by the incoming Party Chairman.

#### **V. The duties of the officers on the Executive Board and the Executive Director shall be as follows:**

A. Chairman: The Chairman of the County Executive Committee, with the advice of the County Executive Committee, shall have general supervision of the affairs of the Party within the County, and the Chairman of the County Executive Committee shall make all decisions for the day-to-day operations of the County Party, with the advice of the Executive Board. He shall issue the call for Biennial Precinct Meetings and Presidential Year Precinct Meetings, the County Convention, the Presidential Election Year County Convention, and the Executive Committee meetings, and shall preside at all meetings of the County Executive Committee. With the exception of the chairmen of the Finance Committee and Elections Operations Committee who are the First Vice-Chairman and Vice-Chairman, respectively, elected at the County Convention, the Chairman shall appoint such chairpersons, officers and committee members to Committees of the County Party as deemed necessary by the Chairman of the County Executive Committee, with the advice of the County Executive Committee or Executive Board, to conduct Party business, including, but not limited to: an Executive Director, General Counsel, Parliamentarian,

and members and officers of the Finance Committee, Communications/Public Relations Committee, Republican Auxiliary Groups Liaison Committee, Leadership Development Committee, Volunteer Resources Committee, Information Technology Committee, Auditing Committee, and any other committees deemed necessary by the Chairman to conduct the business of the County Executive Committee. The Chairman shall further appoint a Temporary Chairman of the County Convention, who may be himself. The Chairman shall make periodic reports on the status of the Party within his County to the District Chairmen. The Chairman shall be responsible for the creation and maintenance of a Republican organization in every precinct within his County. He shall obtain and preserve a list of all registered Republicans in the County, and shall perform such other duties as may be described by the County, District, or State committees. The County Chairman shall be an ex officio member of all committees, unless otherwise designated.

B. First Vice-Chairman: The First Vice-Chairman shall function as Chairman in the absence of the Chairman. The First Vice-Chairman shall be the Chairman of the Finance Committee, oversee all operations of fundraising for the New Hanover County Republican Party, and shall have other duties as may be prescribed by the County Executive Committee. The First Vice-Chairman shall be an ex officio member of all committees, unless otherwise designated.

C. Vice-Chairman: The Vice-Chairman shall function as Chairman in the absence of the Chairman and First Vice-Chairman and shall be Chairman of the Election Operations Committee. The Vice-Chairman shall be an ex officio member of all committees, unless otherwise designated.

D. Secretary: The Secretary shall keep all minutes and records and shall maintain in a roster all precinct officers and Executive Committee members. Such records shall be available, on request, to any registered Republican within the County. The Secretary shall also be responsible for notifying Executive Committee members of all meetings of the Executive Committee and shall furnish to the Congressional District Chairman and to State Headquarters up-to-date lists of all Precinct Chairmen.

E. Treasurer: The Treasurer shall receive and disburse all funds for Party expenditures pursuant to authority duly given by the County Executive Committee, shall make a financial report at all County Executive Committee meetings, shall be a member of the County Finance Committee and shall fulfill all financial reports and obligations under State and Federal law.

F. Executive Director: The Chairman of the Executive Committee, with the advice and consent of the Executive Board, may appoint an Executive Director, who will serve without pay and will assist the Chairman, First Vice-Chairman, Vice-Chairman, and the Committee Chairmen with the performance of their respective job duties and perform such other duties as may be assigned by the Executive Committee. The Executive Director shall, by virtue of this position, be a voting member of the Executive Committee.

## **VI. Committee Appointments**

The Chairman, with the advice and consent of the Executive Board, may create any Committee and appoint any Committee Chairmen (excluding the Chairmen of the Finance Committee and

Elections Operations Committee who are the First Vice-Chairman and Vice-Chairman, respectively, elected at the County Convention) that the Chairman deems necessary to conduct the business of the County Party. A person appointed as chairman of any committee may or may not be a member of the Executive Committee at the time of appointment, but any person appointed as chairman of a committee shall, upon appointment, be a member of the Executive Committee.

## **VII. Committees**

The Executive Committee shall approve and establish a Finance Committee and Auditing Committee of not less than 3 members each pursuant to the State Plan of Organization:

**A. Finance Committee:** The Chairman of the Finance Committee shall be the First Vice-Chairman. The Chairman of the Finance Committee shall have general supervision and be in charge of the operations of the County Finance Committee which shall be composed of the County Chairman, County First Vice-Chairman, County Treasurer, and not less than 3 persons approved by the County Executive Committee, shall develop a budget, a finance plan and be responsible for the coordination of fundraising activities for the support of the New Hanover County Republican Party and shall have other such duties as from time to time may be prescribed by the County Executive Committee or Executive Board.

**B. Auditing Committee:** The Auditing Committee shall be composed of three individuals appointed by the Chairman, with the advice and consent of the Executive Committee or Executive Board, and shall conduct reviews of financial records of the County Executive Committee in accordance with the State Plan of Organization.

The Elections Operations Committee must be established pursuant to this Plan of Organization.

**C. Election Operations Committee:** The Chairman of the Election Operations Committee shall be the Vice-Chairman. The Chairman of the Election Operations Committee shall supervise and have charge of the activities of the Election Operations Committee, which shall be appointed by the County Chairman, shall be responsible for developing a program for actions required before, during, and after elections in order to insure that the Republican Party candidates obtain a fair count of the vote, shall coordinate the Ballot Security and other election programs with State Republican Party officials and Precinct Chairmen, shall be familiar with State and Federal election laws, and shall have other duties as from time to time maybe be prescribed by the County Chairman or Executive Committee. The Election Operations Committee will be composed of all Precinct Chairmen and other persons to be appointed by the Vice-Chairman of Election Operations, and shall have other duties as prescribed by the County Chairman or Executive Committee, including but not limited to, identifying and recruiting election volunteers and paid election officials.

Additional committees may be established by the County Chairman, with the advice and consent of the Executive Board, which committees may include the following:

**D. Communications/Public Relations Committee:** The Chairman of the Communications/Public Relations Committee shall generally supervise and have charge of the activities of the Communications/Public Relations Committee, which shall be appointed by the

County Chairman, and shall be responsible to report and publicize to the media all activities of the New Hanover County Republican Party, shall be responsible for developing and implementing a program for educating the general public on the purposes of the Republican Party, shall coordinate publicity for Republican Party functions and aid other Republican groups in the same manner, shall develop and coordinate a speakers bureau in order to provide speakers at various public and civic functions on matters regarding the Republican Party and shall have such other duties as from time to time are prescribed by the County Chairman or Executive Committee.

**E. Auxiliary Groups Liaison Committee:** The Chairman of the Auxiliary Groups Liaison Committee shall generally supervise and have charge of the activities of the Auxiliary Groups Liaison Committee, which shall be appointed by the County Chairman, and shall foster the organization of auxiliary groups, shall maintain liaison with the existing groups and coordinate their activities with the goals of the New Hanover County Republican Party, shall keep such groups informed of the actions and activities of the County Executive Committee, and shall have such other duties as are from time to time prescribed by the County Chairman or Executive Committee.

**F. Leadership Development Committee:** The Chairman of the Leadership Development Committee shall generally supervise and have charge of the activities of the Leadership Development Committee, which shall be appointed by the County Chairman, and shall be responsible for searching and encouraging candidates to run for public office. The Leadership Development Committee shall also act as the Nominating Committee to fill vacancies, as they arise, for elected office.

**G. Volunteer Resources Committee:** The Chairman of the Volunteer Resources Committee shall generally supervise and have charge of the activities of the Volunteer Resources Committee, shall maintain a "talent bank file" of people with specific talents which is desirable to utilize as volunteers in support of the on-going activities of the New Hanover County Republican Party, shall develop a program for encouraging people to actively participate in the New Hanover Republican Party and all other Republican Party activities, and shall have other duties as are from time to time prescribed by the County Chairman or Executive Committee.

**VIII. Vacancies, Removals, and Voting Rights on the Executive Committee:**

A. Vacancy due to resignation, death, change in County residency, or removal in accordance with the State Plan of Organization of any Officer or Member of the County Executive Committee except the Chairman, shall be filled by election at the next regularly scheduled meeting of the County Executive Committee.

B. If the Chairman must cease serving due to resignation, death, or change in County residency, the First Vice-Chairman shall temporarily serve as Chairman until a successor can be chosen by election of the County Executive Committee. Such election will be held at the next regularly scheduled County Executive Committee meeting with at least ten (10) days prior written notification to all Executive Committee Members that a successor to the Chairman is to be elected. Notification by email to any one or more County Executive Committee members is adequate and sufficient to satisfy the requirement of written notification in the foregoing sentence, provided the email sent does not return as undeliverable within twenty-four (24) hours of transmission and the email is sent at least ten (10) days prior to the meeting.

C. Any Member of the County Executive Committee who shall have three (3) consecutive unexcused absences from County Executive Committee meetings may be subject to removal.

D. Any member of the County Executive Committee who no longer wishes to serve in his or her position will be removed from the County Executive Committee upon his/her resignation, pursuant to this Plan, effective immediately.

E. Any Member of the County Executive Committee who shall have three (3) consecutive unexcused absences may have his or her voting rights suspended by the County Executive Committee by majority vote of those present at a meeting duly called for that purpose; provided, however, that written notice of the suspension of voting rights shall be provided to the Member of the County Executive Committee subject to the potential loss of voting rights at least ten (10) days prior to the meeting at which the voting rights shall be voted on for suspension. Whether an absence is excused or unexcused for purposes of Article VIII C and D shall be determined by the County Chairman based on the totality of the circumstances.

F. Any Member of the County Executive Committee may be removed by a 2/3's vote of the County Executive Committee after being furnished with notice of the charges against him, signed by not less than 50, or 1/3 of the Members of the County Executive Committee, whichever is the lesser. Any Republican against whom charges are brought shall be furnished with 2 weeks notice of said charges and be given an opportunity to present a defense. Removal in this section shall be confined to gross inefficiency, Party disloyalty or failure to comply with the County Party Plan of Organization. For the purposes of this Plan of Organization, "Party Disloyalty" shall be defined as actively supporting a candidate of another Party or independent candidate running in opposition to a candidate of the Republican Party or a Republican endorsed by the County Executive Committee in a non- partisan election.

**IX.** All members of the Executive Committee elected at large at the County Convention and all members appointed at large by the Chairman of the Executive Committee shall serve by appointment by Chairman of the Executive Committee to at least one sub-committee of the Executive Committee. The County Chairman shall appoint all members of the Committees described hereinabove and created by action of the Executive Committee, except as provided in Article VIII or in the State Plan of Organization.

**X.** In accordance with the State Plan of Organization, Article III, Section B, Paragraph 2, the County Plan of Organization may be amended by the County Executive Committee upon a 2/3 vote after providing notice of the meeting advising members regarding the substance of the proposed amendment and provided a quorum is present.

**XI.** Quorum for a County Executive Committee meeting shall be defined as twenty-five percent of the individuals that fill the offices and positions specified by Article III, Sections (A-F) and Article IV. There shall be no proxy voting.

**XII.** Any matter not covered in the Plan of Organization which is covered by the State Plan of Organization shall be controlled by the State Plan of Organization or Robert's Rules of Order. In the event of any conflict between this Plan of Organization and the State Plan, the State Plan shall prevail. When adopted, this Plan of Organization shall supersede the previous County Plan of Organization.