

MONTGOMERY COUNTY REPUBLICAN PARTY PLAN (By-Laws)

Article I: Qualifications for Participation in Party Actions

All people, regardless of sex, race, religion, or national origin, who are qualified to vote under the laws of the commonwealth of Virginia, who are in accord with the principles of the Republican Party, and who, if requested, express in open meeting either orally or in writing, their intent to support all of its nominees for public office in the ensuing election, may participate as members of the Republican Party of Montgomery County in its conventions, primaries, mass meetings, or party canvasses in their respective election districts.

Article II: Powers and Duties

All powers and duties of the Republican Party of Montgomery County and the county committee are derived from the “Plan of Organization of the Republican Party of Virginia,” hereinafter referred to as the “State Party Plan”. No actions of the county committee shall conflict with the State Party Plan or amendments thereto, and any conflicting provision in this Montgomery County Republican Party Plan is null and void.

Article III: County Committee

Section A. Name

There shall be a county committee of the Republican Party of Montgomery County hereinafter referred to as the “Unit Committee”.

Section B. Purpose

The purpose of the Unit Committee is to promote the principles of the Republican Party, to encourage, nominate, and elect Republican candidates to public office, and to inform and assist elected Republicans officials.

Section C. Membership

The Unit Committee shall consist of the following officers and other members:

- 1.) Chairperson
- 2.) Vice Chairperson(s). The Unit Committee authorizes the election of two vice chairpersons to assist the chairperson in his or her duties as deemed appropriate.
- 3.) Secretary
- 4.) Treasurer

- 5.) Precinct Members. Membership shall be apportioned among the precincts in proportion to the combined votes cast for the Republican candidates for President and Governor in the last preceding election, but each precinct shall be entitled to at least one member.
- 6.) At-large Members. At-large membership shall not exceed 30 percent of the total membership of the Unit Committee.
- 7.) Elected Public Officials. Unless elected according to Section C, Items 5 and 6, all present Republican members of the State Legislature, members of the State Central Committee, and all elected Republican members of the county or municipal governments shall be members of the Unit Committee with all voting rights. These members shall not be classified as At-Large Members.
- 8.) Honorary Members. Persons who have performed outstanding service to the Unit Committee in past years but are now unable to participate actively may be elected to honorary membership. Honorary members shall not have voting privileges.

Section D. Election and Term of the Unit Committee

- 1.) The chairperson shall be elected at a mass meeting for a two-year term. This officer may be re-elected at a subsequent mass meeting for another two-year term but shall in no instance serve more than two consecutive two-year terms.
- 2.) The Unit Committee shall be elected at a mass meeting for a two-year term. At any time during the term of the Unit Committee, it may elect new members at any duly called meeting of the Unit Committee.
- 3.) The first vice chairperson and the second vice chairperson shall be elected by the Unit Committee at the first meeting following the mass meeting for a two-year term.
- 4.) The secretary shall be elected by the Unit Committee at its first meeting following the mass meeting for a two-year term.
- 5.) The treasurer shall be elected by the Unit Committee at its first meeting following the mass meeting for a two-year term.

Section E. Duties of the Unit Committee

- 1.) The Unit Committee shall determine whether candidates for local and constitutional public offices shall be nominated by convention, primary, mass meeting, or party canvass.
- 2.) It shall call all conventions, mass meetings, and party canvasses, whether regular or special; make all arrangements therefore; and, if a convention, determine the basis of representation. The Unit Committee may delegate authority to its chairperson to make any such arrangements except for setting a date, time, or pre-filing requirements, if any.
- 3.) It shall cooperate with the State Central Committee, its District Committee, and the Legislative District Committees within its boundaries in conducting all elections and in fundraising.

Section F. Vacancies

The Unit Committee shall fill any vacancy on the committee after due notice of its intent to do this has been included in the Unit Committee call.

Section G. Removal

- 1.) Any Unit Committee member except its chairperson may be removed by a vote of two-thirds (2/3) of the other committee members but only after the member to be removed has been furnished with a written list of charges and notice that removal will be sought, signed by not less than one-third (1/3) of the committee members, and after this member has been allowed thirty (30) days to appear and respond to the charges.
- 2.) The chairperson may be removed by a three-fourths (3/4) vote of the Unit Committee, this action also being subject to all the foregoing provisions regarding notice and opportunity for defense.
- 3.) Dues of Unit Committee members are payable at the time they are elected or re-elected at a mass meeting, or at such time as the Unit Committee votes to accept their membership. In the years in which no mass meeting election of members is held, dues are payable at the first Unit Committee meeting of the calendar year. Unit Committee members shall automatically be dropped from membership if dues have not been paid after two Unit Committee meetings since the time the dues were payable.

Section H. Rules

All Unit Committee meetings shall, to the extent applicable, be governed by and conducted in accordance with, giving preference as listed to, the following: the State Party Plan, the Montgomery County Republican Party Plan, and otherwise in accordance with the current edition of Robert's Rules of Order.

ARTICLE IV: Subcommittees of the Unit Committee

Section A. Subcommittee Names

There shall be the following subcommittees appointed to serve the Unit Committee:

(1) Membership and Mobilization (2) Communications (3) Precinct (4) Activities (5) Finance and Fund-raising (6) Candidate Recruitment, (7) Audit, and (8) Headquarters.

Section B. Subcommittee Organization

The chair and members of each subcommittee shall be appointed by the chairperson of the Unit Committee. They shall all serve at the pleasure of this chairperson, and their terms shall run concurrently with the same chairperson.

ARTICLE V: Duties of Officers and Subcommittees of the Unit Committee

Section A. Chairperson

- 1.) The chairperson shall serve as the chair of the Unit Committee.
- 2.) The chairperson shall issue calls for Unit mass meetings, party canvasses or conventions and shall preside until a temporary organization is effected. See Article VIII, Section A, State Party Plan.
- 3.) The chairperson shall convene the Unit Committee when required, at least once during each calendar quarter, with no more than four (4) months between each meeting. He or she shall be responsible for sending written notice of the call for a committee meeting to all members of the committee, which shall include the agenda for the meeting.
- 4.) The chairperson shall be responsible for providing a prescribed time and place for filing any petitions and declaration of candidacy that state law may require of a candidate in a primary election. The filing place shall be supervised by the chairperson or a designated representative.

Section B. Vice Chairperson(s)

The duty of both vice chairpersons shall be to give organizational assistance to the chairperson and to discharge whatever other responsibilities may be assigned to them by the chairperson. The first vice chairperson shall serve as the chair of the Unit Committee in the absence of the chairperson.

Section C. Secretary

- 1.) The secretary shall take official minutes and maintain the records of the Unit Committee meetings for distribution to Unit Committee members.
- 2.) The secretary shall also take minutes of the executive committee meetings.
- 3.) The secretary shall maintain the Unit Committee roster and attendance records of committee members.

Section D. Treasurer

The treasurer shall collect and deposit all receipts of the Unit Committee. The treasurer shall also give status reports at each Unit Committee meeting, and shall prepare a financial statement at the end of each fiscal year. The fiscal year shall be from January 1 through December 31 of each year. The financial statement shall be approved by the Audit Subcommittee prior to distribution to the Unit Committee. In addition to an end-of-year financial statement, the Treasurer shall file quarterly financial statements with the State Board of Elections, as required by state law.

Section E. Membership and Mobilization

The Membership and Mobilization Subcommittee shall be responsible for seeking prospective members, receiving their applications, assuring that they qualify as good Republicans, and submitting their names to the Unit Committee for a vote. This Subcommittee will seek to ascertain the talents, experience, and capabilities of members, and to match those attributes with the volunteer needs of the Unit Committee. In particular, the Membership and Mobilization Subcommittee will coordinate and support the activities of the Communications Subcommittee, the Precinct Subcommittee, and the Activities Subcommittee. The Membership and Mobilization Subcommittee shall also provide volunteer training, as required, to increase the effectiveness of the Montgomery County Republicans.

Section F. Communications

The Communications Subcommittee shall be responsible for the following duties:

- 1.) Researching television, print, radio, and internet news related to public affairs, and maintaining knowledge of conservative “think-tank” positions.
- 2.) Advocating issues of importance to the Republican party, by preparing letters to newspaper editors, encouraging people to contact their Congressional representatives, and organizing public demonstrations.
- 3.) Notifying the press of events for which we would like press coverage, issuing press releases, and issuing Unit Committee newsletters.
- 4.) Communicating with grassroots supporters and the general public through effective use of electronic media.
- 5.) Maintaining an up-to-date and user-friendly web site that offers complete information on Unit Committee events.
- 6.) Communicating by telephone with supporters and the general public.
- 7.) Establishing and maintaining liaison with other Republican organizations, such as, for instance the Republican Committees in Floyd and Giles Counties, and the City of Radford.

Section G. Precinct

The Precinct Subcommittee shall recruit, organize, maintain and oversee a year-round network of precinct, neighborhood, and block captains who shall be responsible for promoting Republican causes and candidates throughout the County. This network shall be responsible for:

- 1.) Recruiting new Unit Committee members and supporters within their respective areas.
- 2.) Identifying, forming good relationships with, and recording contact information of people within their respective areas who are favorable to the Republican Party, or who can be persuaded to be so.
- 3.) Distributing yard signs, bumper stickers, and literature to supporters within the precinct, neighborhood and block.
- 4.) “Going door-to-door” within their respective areas with Republican candidates, as requested.
- 5.) Organizing and supporting voter turn-out efforts.
- 6.) Staffing the polls on election day to hand out literature, represent the Party, and/or be poll watchers.

Section H. Activities

The Activities Subcommittee shall coordinate and staff the Unit Committee’s participation in such events as Steppin’ Out, Wilderness Trail, the July 4 parades, and Price’s Fork Fair.

Section I. Finance and Fund-raising

The Finance and Fund-raising Subcommittee shall formulate plans to raise funds for the operation of the Unit Committee. The Subcommittee shall also prepare and submit to the Unit Committee a proposed operating budget for the Unit Committee to amend and/or adopt at a regularly scheduled meeting.

Section J. Candidate Recruitment

The Candidate Recruitment Subcommittee shall seek qualified candidates to run for office as nominees of the Republican Party.

Section K. Audit

The Audit Subcommittee shall be responsible for reviewing the financial records of the treasurer and verifying to the Unit Committee that the annual financial statement represents a true statement of the financial condition of the Unit Committee.

Section L. Headquarters

The Headquarters Subcommittee shall be responsible for obtaining, staffing, and maintaining an active Republican Headquarters.

Section M. Executive Committee

The Chairperson may form an Executive Committee to advise and assist him or her in conducting the business of the Unit Committee. The Executive Committee shall be comprised of the Subcommittee chairpersons, the officers of the Unit Committee, and any at-large members that the Chairperson chooses to appoint. The Chairperson may designate a member of the Executive Committee to represent and/or assist the Vice Chairperson(s) in the duties assigned to them by the Chairperson.

Section N. Temporary Committees

In addition to these standing subcommittees, the Chair may form temporary committees as he or she deems necessary to conduct the business of the Unit Committee. Such temporary committees will be limited to a one-year period of operation.

ARTICLE VI: Meetings

Section A. Notice of Meetings

Meetings of the Unit Committee shall be held upon written notice of not less than one week on the call of the Unit Chairperson, or on the call of one-third of the Unit Committee members.

Section B. Quorum

A quorum for official action to be taken at a Unit Committee meeting shall consist of twenty members, either in person or by proxy.

Section C. Proxy

The following proxy shall be used by Unit Committee members wishing to be represented in a meeting by a proxy holder.

Official Unit Committee Proxy

A member of the Unit Committee may be represented in a meeting by a proxy, subject to the following conditions:

- 1.) No individual may cast more than one vote on any single motion or question.
- 2.) The proxy holder must be a Republican from the same district for the election of supervisors.
- 3.) Each proxy shall be signed by the maker of the proxy and shall be substantially in the following form:

KNOW ALL MEN THESE PRESENTS, that I, _____ of
_____ do hereby constitute and appoint
_____ my true and lawful attorney, to vote as my proxy
with full power of substitution at a meeting of the Montgomery County Republican
Committee on the _____ day of _____, 20____, or at any adjourned meeting
thereof and for me in my name, place and stead to vote upon any question that properly
may come before such meeting, with all the power I should possess if personally present,
hereby revoking all previous proxies.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal this
_____ day of _____, 20____.

_____ seal

Article VII. Amendments

This Party Plan of the Montgomery County Republican Committee may be amended by a majority vote of the Unit Committee members present in person or by proxy at a duly called meeting of the Unit Committee after notice of such intent has been included in the official call.

Adopted: