

# CATOOSA COUNTY REPUBLICAN PARTY 2011 -2013 RULES

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As Adopted At The 2011 Catoosa County Convention on March 12, 2011

## ARTICLE I

### SECTION I: QUALIFICATIONS FOR PARTICIPATION IN PARTY AFFAIRS

All qualified voters under the laws of the State of Georgia who are in accord with the principles of the Republican Party, believe in the declaration of policy and are in sympathy with its aims and purposes, and who are residents of Catoosa County, may participate as members of the Catoosa County Republican Party in its Conventions or Mass Meetings in the respective jurisdictions. In order to participate in meetings of the Catoosa County Republican Committee and meetings of the Catoosa County Republican Executive Committee a person must be placed on such boards by procedural due process contained in Article II, Sections IV, V and VI, and furthermore the person must remain a registered voter in Catoosa County. Visitors are always welcome at general meetings.

### SECTION II: PUBLICATIONS OF QUALIFICATIONS

The qualifications for such membership in the Catoosa County Republican Party shall be published in all official Calls for Mass Meetings and Conventions, as stated herein, and as may be hereafter prescribed by the State Committee, and pursuant to the rules of the Republican National Committee.

## ARTICLE II

### SECTION I: COUNTY COMMITTEE

1 There shall be a committee officially known as the "Catoosa County Republican Committee," hereinafter designated as the "County Committee," which shall be the governing body of the Catoosa County Republican Party and shall act as the Republican Party of and for Catoosa County in the interim between County Conventions.

2 There shall be an "Executive Committee of the County Committee" which shall hold the power to transact the administrative business of the Catoosa County Republican Party pursuant to these Rules and the direction of the County Committee. This Committee shall consist of the Officers, below.

## SECTION II: MEMBERSHIP OF THE COUNTY COMMITTEE

The County Committee shall consist of the following officers and members:

### OFFICERS

- 1 The Chairman of the Catoosa County Republican Party who shall be the chairman of the Catoosa County Committee
- 2 First Vice-Chairman of the Catoosa County Republican Party
- 3 Second Vice-Chairman of the Catoosa County Republican Party
- 4 Third Vice-Chairman of the Catoosa County Republican Party
- 5 Secretary of the Catoosa County Republican Party
- 6 Treasurer of the Catoosa County Republican Party

### MEMBERS

- 1 The Officers designated above
- 2 Parliamentarian (appointed by newly elected Chairman)
- 3 Sergeant At Arms (appointed by newly elected Chairman)
- 4 Communications Director (appointed by newly elected Chairman)
- 5 Precinct Chairmen from all Precincts which have been organized under these Rules which include: Boynton Precinct; Chambers Precinct; Ft. Oglethorpe Precinct; Catoosa-Keith Precinct; Lakeview Precinct; Poplar Springs Precinct; Westside Precinct; Ringgold Precinct; Woodstation Precinct; Graysville Precinct; Duncan Park Precinct; and Blackstock Precinct

## SECTION III: MEMBERSHIP OF THE EXECUTIVE COMMITTEE

The Executive Committee shall consist of all the Officers designated in Article II, Section II

## SECTION IV: ELECTION OF OFFICERS AND MEMBERS OF THE COUNTY COMMITTEE

- 1 The officers of the Catoosa County Republican Committee shall be elected by a simple majority of the Delegates to the County Convention. Precinct Chairmen shall be elected by a majority of the participants in attendance at the Precinct Mass Meeting, or shall be selected as provided for below in Article II, Section V
- 2 The Officers of the Catoosa County Republican Committee and the Precinct Chairmen shall hold office for (2) years and until their successors are duly elected and qualified, unless unable to perform

their duties, qualify for membership, resignation, or sooner removed from office in accordance with these Rules.

3 No person shall ever hold more than (1) vote at a Precinct Mass Meeting, and/or at the County Convention. No person shall ever hold more than (1) vote at a Catoosa County Party meeting unless aided by a proxy in accordance with these Rules.

#### SECTION V: PRECINCT CHAIRMEN

In the event a Precinct was not organized at the time of the Precinct Mass Meeting held prior to the County Convention or its Chairman leave office per Article II, Section IV, paragraph 3; the County Committee may appoint a Chairman for that Precinct by a simple majority vote at any properly constituted meeting of said County Committee, pursuant to Article II, Section VIII, The written notice of such meeting shall disclose the purpose of the meeting.

#### SECTION VI: VACANCIES

In the event of death, resignation, or removal of any officer or member according to Article II, Section VII, the County Committee shall fill such vacancy by a simple majority vote at any properly constituted meeting of said County Committee within sixty (60) days of the occurrence of such vacancy. The First Vice-Chairman shall immediately fill the office of Chairman. Other offices may be temporarily filled by appointment by the Chairman, until the next regularly scheduled meeting. The written notice of such meeting shall disclose the existence of such vacancy and the purpose of the meeting to fill such vacancy by a simple majority vote.

#### SECTION VII: REMOVAL OF OFFICERS AND MEMBERS

1 Any Officer or Member may be removed from office for cause by the County Committee subject to the same terms and conditions as prescribed in Rule 6 of the State Rules for removal of Officers and Members of the State Committee. The two-thirds (2/3) majority required for removal shall be two-thirds (2/3) of the quorum of any County Committee meeting.

2 Members shall automatically lose their Committee membership if they miss three (3) consecutive meetings without sending a proxy and shall be notified of such by the County Secretary.

3 Anyone removed from office shall not hold any position in the Catoosa County Republican Party for a period of not less than (4) years.

#### SECTION VIII: MEETINGS OF THE COUNTY COMMITTEE AND THE EXECUTIVE COMMITTEE

I. Official meetings of the County Committee and the County Executive Committee shall be held on written notice mailed not less than ten (10) days prior to the meeting on the call of the Chairman or the call of one-third (1/3) of the members thereof. A majority of the voting members of the (respective) Committee in person or by proxy shall constitute a quorum for the transaction of business.

1 The County Executive Committee shall meet at least once every calendar quarter. The County Committee shall meet at least twice a year.

2 Written minutes of all business transacted at the County Committee meetings and County Executive Committee meetings shall be mailed or emailed upon request to every Member of the County Committee within ten (10) days after each meeting.

#### SECTION IX: PROXIES

The members of the County Committee may be represented in all official matters by proxies, subject to the condition that any officer or member may direct his or her proxy only to another member of the County Committee and no committee member may vote more than five (5) proxies at a meeting. At meetings of the County Executive Committee, proxies may be directed only to another member of the Executive Committee. Proxies may only be cast on behalf of committee members who attended one of the previous (2) meetings.

#### ARTICLE III

##### SECTION I: DUTIES OF THE COUNTY COMMITTEE AND THE COUNTY EXECUTIVE COMMITTEE

1 The County Committee shall, in the interim between County Conventions, be vested with all the duties, powers, and privileges possessed by the County Convention and shall act for the Catoosa County Republican Party during such periods.

2 The County Committee shall call all County Conventions and Mass Meetings, fix the basis of representation by delegates to the County Conventions and the time and place for holding same. The County Committee shall also call all primaries.

3 Calls for County Conventions shall state the purpose of the convention, as well as the time and place of such convention, and shall notify each Precinct Chairman of the number of delegates and alternates to which each Precinct is entitled.

4 The County Committee shall cooperate with the State Committee and the GOP 9th District Committee in conducting all elections within the County.

5 The County Committee shall decide all controversies and contests within its jurisdiction, with the right of appeal to the District Committee. Appeals shall be taken to the District Committee within thirty (30) days after the decision appealed from by petition signed by at least twenty-five (25) qualified Republican voters of the Political unit affected.

6 The Executive Committee shall have the power to transact the administrative business and policy of the County Committee, and make recommendations to the County Committee for its consideration.

7 The County Committee may alter its Rules or Platform with the following provisions:

Notice of the change shall be mailed or emailed to each County Committee Member 10 days before a meeting. If a Rule is to be changed other than as proposed in the mailing, a second meeting will be held. The amended proposed change shall be mailed or emailed to each County Committee member. Upon a vote to change the rule as mailed, it shall be passed and the Rules will have been changed, and must be filed with the county authority responsible for keeping the party rules on file

#### SECTION II: DUTIES OF THE COUNTY CHAIRMAN

The County Chairman shall be the Chief Executive Officer and spokesman of the Catoosa County Republican Party and shall perform the duties required by these Rules, the County Convention, the County Committee and the County Executive Committee. He or she shall issue calls for the County Conventions at least ten (10) days prior thereto, and shall preside until a temporary organization is effected. The County Chairman shall convene the County Committee when the needs of the Party may so demand, and shall preside at all meetings of said committee. He or she shall also appoint interim convention committees prior to the County Conventions, and shall provide for the timely distribution of all Convention-related notices required by these Rules and the Rules of the Republican Party of Georgia. He or she shall ensure that the process of elections are monitored and protected by appointing poll watchers as available to all elections of a partisan nature in the county.

#### SECTION III: DUTIES OF THE FIRST VICE-CHAIRMAN

The First Vice-Chairman shall act for the County Chairman in his or her absence. He or she shall perform such other duties as may be prescribed by the County Committee or the County Chairman.

#### SECTION IV: DUTIES OF THE SECOND VICE-CHAIRMAN

The Second Vice-Chairman shall act for the First Vice-Chairman in his or her absence. He or she shall perform such other duties as may be prescribed by the County Committee or the County Chairman.

#### SECTION V: DUTIES OF THE THIRD VICE-CHAIRMAN

The Third Vice-Chairman shall act for the Second Vice-Chairman in his or her absence. He or she shall perform such other duties as may be prescribed by the County Committee or the County Chairman.

#### SECTION VI: DUTIES OF PRECINCT CHAIRMEN

Precinct Chairmen shall assist in selecting poll watchers for each election, compile lists of volunteers to work in the Precinct and cooperate with the Chairman and Vice-Chairman in promoting interest in the Republican Party its platform, and its Candidates within the Precinct.

#### SECTION VII: DUTIES OF THE COUNTY SECRETARY

The Secretary shall take minutes of the County Committee meetings and County Executive Committee meetings and shall be the custodian of all records, which are the property of the County Committee. The

County Secretary shall also serve as secretary to all County Conventions until temporary organization of the convention is completed. He or she shall perform such other duties as may be prescribed by the County Committee.

#### SECTION VIII: DUTIES OF THE COUNTY TREASURER

The Treasurer shall be custodian of the County party Funds and shall deposit said funds in a bank selected by the County Executive Committee, which funds may be drawn against as prescribed by the Executive Committee. The Treasurer will also make a Treasurers Report to the County Committee at each and every meeting, and prepare and submit at any and all times when requested by the Chairman.

#### ARTICLE IV

#### SECTION I: COUNTY CONVENTIONS

There shall be held during each odd numbered year a County Convention for the purpose of reorganizing the Republican party of Catoosa County and for the purpose of transacting all necessary and proper business of the Party pertaining to the jurisdiction of the Convention, including the election of Officers and election of Delegates and Alternates to the Ninth Congressional District and State Conventions

#### SECTION II: CONVENTION BUSINESS DURING COMMITTEE MEETINGS

No official business shall be transacted at any Convention while any of its committees are in session.

#### SECTION III: REPRESENTATION AT COUNTY CONVENTIONS

Representation at County Conventions shall be in accordance with Rule 4.3 of the State Rules, or it's Successor Rule.

#### SECTION IV: RULES AND ORDER OF BUSINESS

The County Committee shall prepare the Rules and Order of Business for the conduct of each County Convention in advance thereof

#### SECTION V: ELECTIONS OF OFFICERS AND MEMBERS OF COUNTY COMMITTEE

The election of Officers and Members of the County Committee (see Article II, Section II) shall be conducted in the following manner:

- 1 The entire report of the Nominating Committee shall be made.
- 2 Individual elections of the Officers and Members shall be conducted.
- 3 In each election process the Nominating Committee's nominee shall be placed in nomination first and then nominations for that position shall be accepted from the floor.

1 If more than two candidates are nominated for the same position and no candidate receives a majority of the votes cast, there shall be a run-off election between the two candidates receiving the largest number of votes.

2 In each election, speeches shall be permitted, but limited in the following manner: a) A total of (5) minutes shall be allotted to each nominee. b) A maximum of (2) persons shall speak on behalf of each nominee, with each such speech being limited to (1) minute.

#### SECTION VI: ELECTION OF DELEGATES AND ALTERNATES TO DISTRICT AND STATE CONVENTIONS

1 The entire report of the Nominating Committee shall be made.

2 Individual elections of the Delegates shall be conducted, followed by individual elections of the Alternates.

3 In each election process the Nominating Committee's nominee shall first be placed in nomination and then nominations for that position shall be accepted from the floor.

4 If more than two candidates are nominated for the same position and no candidate receives a majority of the votes cast, there shall be a run-off election between the two candidates receiving the largest number of votes.

5 In each election, speeches shall be permitted, but limited in the following manner:

a) Each nominee shall be permitted to speak for not more than (1) minute, provided that if a nominee previously spoke in one election, he or she shall not be permitted to speak as a nominee in any subsequent election.

b) One nominating speech and one seconding speech for each nominee shall be permitted, each speech not to exceed (30) seconds.

#### ARTICLE V

##### SECTION I: RULES OF PROCEDURE

Robert's Rules of Order Newly Revised, latest edition, shall govern meetings of the County Committee, the Executive Committee and the County Convention, except where inconsistent with the Rules of The Catoosa County Republican Party, the Ninth Congressional District Republican Party, or the Georgia Republican Party.