

## BCGOP PLAN OF ORGANIZATION

Preamble: We, the members of the Republican Party of North Carolina and Buncombe County, are dedicated to the sound principles fostered by our Party, are conscious of our civic responsibilities and rights, and are firm in our determination to give strength to preserving the American principle that government ought and must be of all people, by all of the people and for all of the people. Therefore, for the purpose of uniting and coordinating our efforts for maximum power and efficiency, we hereby establish this instrument, The Plan of Organization of the Republican Party of Buncombe County.

Definitions:

Buncombe County Executive Committee shall be defined as Officers (Chair, 1st Vice Chair, 2nd Vice Chair, Secretary, Treasurer, 5 Members at Large and the Finance (Chair), Precinct Chairs, Team Directors, (Elected Officials and Congressional District and State Executive Committees, with residence in Buncombe County).

Officers shall be defined as follows: Chairman, 1st Vice Chair, 2nd Vice Chair, Secretary, Treasurer, 5 Members at Large and Finance Chair.

### ARTICLE I-COUNTY EXECUTIVE COMMITTEE

1. Membership: The County Executive Committee shall consist of the following:

1. The Chairman, First Vice-Chairman for Organization, Second Vice-Chairman for Event Coordination, Secretary and Treasurer: These individuals are elected as County Officers by the Delegates of the County Convention.
2. At Large Members: Five individuals who will serve on the Executive

Committee who are elected by the Delegates of the County Convention.

C. The County Finance Chairman: This individual is appointed by the

Chairman of the County Executive Committee and approved by the County Executive Committee.

D. The Precinct Chairmen: These individuals are elected by Republicans

who live in their Precinct at Precinct Meetings held in conjunction with the County Conventions held in odd-numbered years. In the event of a vacancy due to resignation or moving from residence in the respective Precinct, then a temporary Precinct Chairman shall be appointed by the County Chairman, who shall serve for a period not to exceed 60 days, during which time a County Executive Committee meeting shall be called and a new Precinct Chairman shall be elected by the County Executive Committee.

E. The Presidents of all recognized Republicans Clubs in Buncombe County. The Secretary shall maintain a list of these clubs. If the President of a

Republican Club in Buncombe County is already a member of the Executive Committee of the BCGOP because of some other office held, the club President may appoint one other club member to serve on the Executive Committee.

F. Team Directors: Nine Team Directors for each area of the city and county

shall be appointed to a two-year term by the County Chairman. Team

Directors shall encourage and assist Precinct Chairman within their areas. They shall seek out Chairmen for unorganized precincts and make recommendations to the Chairman and First Vice Chairman for approval by the BCGOP Executive Committee. Team Directors may also help coordinate activities such as fund raising, campaign rallies, "Meet and Greets", voter outreach, and organizing workers/electioneers for Absent/Early Voting and General Elections. They ensure Precinct Chairmen are informed, on a regular basis, of BCGOP activities and other information.

G. Elected officials and members of the Congressional District and State Executive Committee, with residence in Buncombe County, shall be voting ex-officio members of this Committee. Ex-Officio members do not count

in determining quorum.

H. All BCGOP Executive Committee Members shall have voting rights

I. The BCGOP Executive Committee is the general governing body.

2. Powers and Duties.

A. The BCGOP County Executive Committee shall cooperate with the District and State Committees in all elections and Party activities; shall encourage

qualified candidates for office within the County; shall adopt a budget; shall recommend nominees to the State Chairman for appointments for the County Board of Elections; and shall have active management of Party affairs within the County. It shall approve a Finance Committee and an Auditing Committee of not fewer than three (3) members each and may approve such other ad hoc Committees as may be deemed necessary. The County Chairman and the First Vice-Chairman shall be Ex-Officio Members of all Committees indicated in this paragraph. Any expenditures in excess of \$500 shall be approved by the BCGOP Executive Committee.

B. In the event that it is determined that the BCGOP Plan of Organization is not consistent with the State Party Plan of Organization, the County Executive Committee must, at the next called meeting, bring the BCGOP Plan of Organization into compliance with the State Party Plan of Organization. Under any circumstances, the BCGOP Plan of Organization must be brought into compliance within 90 days.

### 3. Judicial, Senatorial and Legislative District Committees:

A. The County Executive Committee shall serve as the Judicial District Executive Committee by encouraging qualified candidates for District Attorney, District Judge and Superior Court Judge and shall cooperate with the State Executive Committee in all campaigns for such offices.

B. The County Executive Committee shall serve as the District Executive Committee as referred to in the North Carolina General Statutes Section 163-114.

### 4. Meetings:

A. The County Executive Committee shall meet at least twice a year upon call of the County Chairman after giving ten (10) days' notice to all Members; or upon similar call of one-third of the members of the Committee. One-third (1/3) of the Members shall constitute a quorum for the transaction of business. There shall be no proxy voting.

B. Items for inclusion in the committee's meeting agenda, shall be submitted to the Secretary at least seven (7) days before the next meeting. The Committee can vote to add agenda items at the current meeting with a vote of two-thirds (2/3) of those present in favor.

C. Ad hoc committees shall provide verbal reports and one copy of their written report, to include current work, plans, and goals, for the County Executive Committee meetings. These ad hoc committee reports will automatically be added to each County Executive Committee meeting agenda until the work of the ad hoc committee is complete.

D. Clubs are not required to provide monthly updates but are encouraged to provide updates when their activities are significant or will improve the Party's standing in the community. Clubs that would like to update the Executive Committee must put their name on the meeting agenda seven (7) days before the next meeting. Clubs are strongly encouraged to receive reports given during the Executive Committee meeting and pass information along to club members at their next club meeting.

### 5. Duties of Offices:

#### 1. CHAIRMAN OF THE COUNTY EXECUTIVE COMMITTEE:

1. The Chairman of the County Executive Committee, with the advice and consent of the County Executive Committee, shall have general supervision of the affairs of the Party within the County;

2. The Chairman may spend or obligate the County Party to sums less than \$500.00 without prior approval of the County Executive Committee.

3. The Chairman shall issue the call for Annual Precinct Meetings, the County Convention, and County Executive Committee meetings.

4. The Chairman, shall preside at all the meetings of the County Executive Committee.
5. The Chairman, shall appoint a Finance Chairman and Finance Committee, Auditing Committee, and any other committee deemed necessary to conduct the business of the BCGOP.
6. The Chairman, may appoint a Temporary Precinct Chairman to work in an unorganized Precinct until such time as a Permanent Precinct Chairman may be elected by the County Executive Committee.
7. The Chairman, may appoint a Temporary Chairman of the County Convention; shall make periodic reports on the status of the Party within the County to the District Chairman, on forms furnished by the State Central Committee.
8. The Chairman, shall be responsible for the creation and maintenance of a Republican organization in every Precinct within the County; and shall obtain and preserve a list of all registered Republicans within the County, and shall perform such other duties as may be prescribed by the County, District or State Committees; The County Chairman shall be an ex-officio member of all committees unless otherwise designated.
9. The Chairman shall be the only member of the County Executive Committee who can speak on the behalf of the BCGOP.

#### B. FIRST VICE-CHAIRMAN FOR ORGANIZATION.

1. The First Vice-Chairman for Organization shall be responsible for the organization of unorganized Precincts in the County. The First Vice Chairman shall seek qualified individuals to serve as Precinct Chairman of unorganized Precincts and shall recommend such individuals to the County Chairman and the County Executive Committee.
2. The First Vice Chairman shall function as County Chairman in the absence of the Chairman and shall have such other duties as may be prescribed by the County Executive Committee.
3. The First Vice-Chairman shall be an ex-officio member of all committees unless otherwise designated.

#### 2. SECOND VICE-CHAIRMAN FOR EVENTS COORDINATION.

1. The Second Vice-Chairman for Events Coordination shall coordinate all social and political events conducted by the Buncombe County Republican Party.
2. The Second Vice-Chairman shall function as Chairman in the absence of the Chairman and the First Vice-Chairman and shall have such other duties as may be prescribed by the County Executive Committee.

### 3. SECRETARY.

1. The Secretary shall keep all minutes and records and shall maintain a roster of all precinct officers and County Executive Committee Members. Such records including all Credentials Lists, shall be available, upon request, to any registered Republicans within the County.

2. The Secretary shall furnish to the Buncombe County Board of Elections, the Congressional District Chairman and to NCGOP Headquarters up-to- date lists of all Precinct Chairmen.

3. The Secretary shall determine whether there is a quorum present

to conduct business for all meetings of the county Executive Committee.

D. TREASURER- The Treasurer shall receive and disburse all funds for Party expenditures pursuant to authority duly given by the County Executive Committee, and will make a financial report at all County Executive Committee meetings and shall prepare and submit all financial reports and obligations required under State and Federal election laws,

E. PARLIAMENTARIAN- The Parliamentarian shall be appointed by the County Chairman with the advice and consent of the county Executive Committee. The Parliamentarian shall be responsible for giving the Chairman his/her opinion on questions regarding *Robert's Rules of Order*. The Parliamentarian does not have voting rights.

F. WEBMASTER/FACEBOOK ADMINISTRATOR – shall be appointed by the County Chairman with the advice and consent of the County Executive Committee, shall be responsible for all duties to do with the Party website and Party Facebook Page.

#### 6. Vacancies and Removals:

A. COUNTY EXECUTIVE COMMITTEE MEMBERS-In case of death, resignation , discontinuance of residency within the County, removal of any OFFICER, AT LARGE MEMBER or OTHER MEMBER of the County Executive Committee, or other vacancy, the resulting vacancy shall be filled by temporary appointment by the Chairman and approved by the County Executive Committee.

B. SPECIAL ELECTION TO FILL VACANCY AT COUNTY CONVENTION IN EVEN NUMBERED YEARS. The Chairman shall convene a County Convention in even-numbered years for the purpose of filling vacancies caused by death, resignation, discontinuance of residency within the County or removal of any Officer, At Large Member or Other Member of the County Executive Committee.

### 3. REMOVAL OF OFFICER OR OTHER MEMBER OF THE COUNTY EXECUTIVE COMMITTEE:

1. Any Officer or Member of the County Executive Committee may be removed by a two-thirds (2/3) vote of the County Executive Committee after being furnished with notice of the charges against such Member or Officer signed by not less than one-thirds (1/3) of the members of the Executive Committee and allowing such Member or Officer thirty (30) days to appear and defend themselves.

2. Such cause for removal shall be confined to gross inefficiency, Party Disloyalty, or failure to act in compliance with the BCGOP Plan of Organization or North Carolina Plan of Organization. Such removal may be appealed, within twenty (20) days to the Congressional District Chairman and members of the State Executive Committee within the District, and their decision shall be final.

3. "Party Disloyalty" shall be defined as supporting a candidate of another Party, or independent candidate, running in opposition to a nominee of the Republican Party in a general election.

4. The Chairman has the authority to initiate proceedings to remove a member of the County Executive Committee who is not performing the duties of his/her position. In these cases, the Chairman should document the non-performance and present his/her findings to the Executive Committee for action. A two-thirds (2/3) vote of a meeting of the County Executive Committee is required to remove a member of the Executive Committee.

5. In every even-numbered year, the County Convention shall elect Officers and/or Members-At-Large for those positions that were vacated during the preceding year.

## ARTICLE II. COUNTY FINANCE AND AUDITING COMMITTEES:

1. FINANCE COMMITTEE- The County Finance Committee shall be composed of the County Finance Chairman, the Chairman of the County Executive Committee, the First Vice-Chairman, the County Treasurer and not fewer than three (3) persons appointed by the Chairman subject to approval by the County Executive Committee. This Committee shall cooperate with the Congressional District and State Finance Committees and shall have active management of fundraising efforts within the County. The Finance Chairman shall prepare an annual operating budget to be presented for approval at the May County Executive Committee Meeting.

2. AUDITING COMMITTEE: The Auditing Committee shall conduct a yearly audit of the financial records of the Buncombe County Republican Party and report such audit to the County Executive Committee for approval. The Chairman shall appoint no fewer than three (3) persons to this committee, such to approval by the County Executive Committee.

## ARTICLE III FORFEITURE OF OFFICIAL PRIVILEGES—

Any officer or member of a Precinct Committee or the County Executive Committee, who for any reason, is removed as provided in this Plan of Organization, or the State Party Plan of Organization, or resigns from said position shall forfeit all rights and privileges in any way connected with that position.

#### ARTICLE IV PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised, shall govern all proceedings except when inconsistent with the County Plan of Organization or the North Carolina State Plan of Organization or applicable Convention rules properly adopted.

#### ARTICLE V EFFECTIVE DATE OF PLAN

This Plan of Organization shall become effective on the date properly adopted by the Buncombe County Convention convened in accordance with the State Plan of Organization, with proper notice given to all registered Republicans residing within the confines of Buncombe County.

#### ARTICLE VI CHANGES TO THIS PLAN OF ORGANIZATION

This Plan of Organization may be changed by either of two methods as follows:

1. By two-thirds majority vote of the County Executive Committee after providing notice of the meeting advising its Members of the substance of the proposed amendments and in conformance with the rules governing Notice as outlined in the State Plan of Organization. Notice of the consideration of changes to the County Plan of Organization must be mailed via US Mail, First Class Postage paid to all members of the County Executive Committee at least ten (10) days prior to the date of the called meeting.
2. By Majority vote of the Delegates at a County Convention called for the purpose of amending or adopting a County Plan of Organization with proper notice given in accordance with the State Plan of Organization.
3. The State Plan of Organization, "Notice" as used in this plan shall be defined as the actual providing of the required information to the intended recipient by direct means which are substantially likely to inform the recipient "Notice" can include, but is not limited to, US Mail First Class Postage prepaid, telephonic communication, telefacsimile transmissions, and/or email, Any individual providing notice pursuant to the plan shall document the time and manner of providing notice in the event a challenge to providing proper notice arises.

#### ARTICLE VII CONTROVERSIES

Controversies with respect to this Plan of Organization shall be referred to the State Chairman State-Vice-Chairman, National Committeeman, National Committeewoman, and General Counsel for arbitration, and their decision shall be final.