

**RANDOLPH COUNTY REPUBLICAN PARTY**

**PLAN OF ORGANIZATION**

*Adopted March 30, 2019*

Preamble

Article I: Membership

A. Members

Article II: Precinct Organization

- A. Annual Precinct Meetings
  - 1. Call for Meeting
  - 2. Election of Precinct Officers
  - 3. Election of Delegates
  - 4. Duties of Officers
  - 5. Other Precinct Meetings
  - 6. Meeting Cancellation
- B. Precinct Committee
  - 1. Duties of Committee
  - 2. Duties of Officers
  - 3. Vacancies and Removals

Article III: County Organization

- A. Annual Convention
  - 1. Call of Convention
  - 2. Convention Action
  - 3. Credentials
  - 4. Convention Fee
- B. County Executive Committee
  - 1. Membership
  - 2. Powers and Duties
  - 3. Meetings
  - 4. Duties of Officers
  - 5. Vacancies and Removals
- C. County Finance and Auditing Committees
  - 1. Finance Committee
  - 2. Auditing Committee
- D. County Trustees and Building Committees
  - 1. Trustees
  - 2. Building Committee

Article IV: General Administrative Procedure

- A. Convention Procedures
- B. Official Records
- C. Financial Accounts
- D. Forfeiture of Official Privileges
- E. Refrain from Utilizing Powers of Office in Republican Primary
- F. Endorsements in Non-Partisan Elections

Article V: Amendments, Applicability, and Effectiveness of this Plan

- A. Amendments to Plan of Organization
- B. Applicability
  - 1. Rules as to County
- C. Authority
  - 1. Controversies
  - 2. Parliamentary Authority
  - 3. Gender and Number
- D. Effective Date
  - 1. Effective Date of this Plan

## PREAMBLE

We, the Members of the Republican Party of Randolph County, North Carolina, dedicate to the sound principals fostered by that party, conscious of our civic responsibilities and rights, firm in our determination to give our strength to preserving the American principle that government ought and must be of all the people, by all of the people and for all of the people do, for the purpose of uniting and coordinating our efforts for maximum power and efficiency, herewith establish this instrument, The Plan of Organization of the Republican Party of Randolph County, North Carolina.

## ARTICLE I

### MEMBERSHIP

#### A. MEMBERS

All citizens of Randolph County who are registered Republicans are members of the Republican Party of Randolph County and shall have the right to participate in the official affairs of the Republican Party in accordance with these rules. All references herein to Delegates, Alternates, Officers and Members shall, in all cases, mean persons identified and registered with the Republican Party in the Precinct of their residence.

## ARTICLE II

### PRECINCT ORGANIZATION

#### A. ANNUAL PRECINCT MEETINGS

##### 1. Call for Meeting

In every year, the County Chairman shall call Precinct Meetings during the months of February or March, after giving no less than 15 days written notice to each Precinct Chairman and by notice in a newspaper of general circulation within the County. This shall either be a paid advertisement or a news item, provided it includes the time, date, location, and purpose of the Meeting. This in no way relieves the County Chairman of the responsibility of providing written notice to party officers as may be otherwise required by this Plan of Organization. Failure of the County Chairman to act in compliance with the provision above shall be cause for any Member of the County Executive Committee to call said Precinct Meetings by notice in a newspaper of general circulation within the County as provided for in Article VII, A.4 of the North Carolina Republican Party Plan of Organization. Every Republican registered prior to January 31 preceding the Meetings shall be entitled to cast 1 vote, except that the January 31 requirement shall not apply to residents who have moved into the Precinct within 30 days of the Precinct Meeting.

##### 2. Election of Precinct Officers

At odd-year Precinct Meetings, at which a quorum is one person, attendees shall elect a Precinct Committee consisting of a Chairman, Vice-Chairman, Secretary and as many

Members-at-Large as deemed necessary to conduct the business of the Precinct. Members of the Precinct Committee shall hold their offices for 2 years or until their successors are chosen. There shall be no proxy voting.

3. Election of Delegates

The annual Precinct Meetings shall elect 1 Delegate and 1 Alternate to the County Convention. They shall also elect 1 additional Delegate and Alternate for each 100 registered voters, or fraction thereof, in the precinct as of January 31 of that year. In determining the number of registered Republicans to be used as the basis for the number of additional Delegates and Alternates to be elected in the precinct under this calculation, the County may adopt a basis number of registered Republican votes less than 100 but, in so doing must assure proportional representation of all registered Republican voters in the county.

4. Duties of Officers

The Chairman and Secretary of each Precinct shall certify the election of Officers, Committee Members, and Delegates and Alternates to the County Convention, on forms stipulated by the State Central Committee and furnished by the County Chairman. Complete credentials shall be in the hands of the County Secretary by the deadline set by the County Chairman, which shall be at least 2 days prior to the Credentials Committee Meeting, unless the Precinct Meetings and the County Convention are held on the same day. No Delegate or Alternate shall be added to the Credentials List following the adjournment of the Precinct Meeting. This delegate list shall be made immediately available to any Republican candidate, at that candidate's reasonable expense, along with a confidentiality and use agreement that said list will be used only for Republican activities related to the candidate's run for office.

5. Other Precinct Meetings

a. 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 by such other method of notification as may be specified by the County Plan of Organization; or upon similar call or 1/3 of the Members of the Precinct Committee, or 10 Members of the general Precinct Membership. There shall be no proxy voting.

b. In the even a Precinct fails to properly organize or the Precinct Chairman fails to act, the County Chairman shall appoint a Temporary Precinct Chairman to serve until a general Membership Meeting can be called and a new Chairman elected.

6. Meeting Cancellation Due to Circumstances out of Party's Control

When circumstances beyond the control of the County Party prevent access to or use of the annual precinct facilities (including but not limited to inclement weather conditions) it

shall be the responsibility of the County Chairman to consult with the County Vice-Chairman, County Secretary and County Treasurer and make a decision on the cancellation and rescheduling of said Annual Precinct Meetings in the most timely manner possible. All efforts should be made by the County Chairman to notify local news outlets of said cancellation and rescheduling information. Notice of cancellation and rescheduling shall be given to Republican State Headquarters within twenty-four (24) hours or on the next business day.

B. PRECINCT COMMITTEE

1. Duties of Committee

The Precinct Committee shall cooperate with the County Executive Committee in all elections and Party activities, provide the County Chairman with a list of Party members within the Precinct suitable for appointment as Election Officials, and promote the objectives of the Party within the Precinct.

2. Duties of Officers

The Chairman of the Precinct Committee, with the advice and consent of the Precinct Committee, shall have general supervision of the affairs of the Party within the Precinct, shall preside at all Meetings of the Precinct, and shall perform such other duties as may be prescribed by the Precinct Committee or the County Executive Committee. The Vice Chairman shall function as Chairman in the absence of the Chairman. The Secretary shall keep all minutes and records and shall maintain a list of registered Republican voters and workers within the Precinct, unless otherwise provided by the Precinct Committee or the County Executive Committee.

3. Vacancies and Removals

- a. Vacancy due to death, resignation, discontinuance of residency within the Precinct, removal of any Officer, or Member of the Precinct Committee, or other vacancy, shall be filled by the remaining Members of the Precinct Committee, or as provided in this County Plan of Organization.
- b. The procedure for removal of any Member or Officer is defined in Article VII A.7 of the North Carolina Republican Party Plan of Organization. Such removal may be appealed to the County Executive Committee within 20 days and their decision is final.

ARTICLE III  
COUNTY ORGANIZATION

A. ANNUAL CONVENTION

## 1. Call of Convention

- a. A County Convention shall be called every year by the Chairman of the County Executive Committee, at a suitable location within the county, within the month of March, at least 10 days prior to the scheduled District Convention, and following procedures given in Article IV, A.3.
- b. At the time of the call of the Convention, the County Chairman, with the advice and consent of the Executive Committee, shall appoint a credentials committee consisting of no less than 3 people, which will meet and issue its report on Delegates and Alternates certified to that Convention at least 3 days in advance of the convening of the Convention, unless the County holds its Precinct Meetings and County Convention on the same day. All Delegates and Alternates challenged in the report of the Credentials Committee shall be notified prior to the Convention and allowed to present their case to the Credentials Committee prior to the transaction of any business at the Convention. The Delegates and Alternates elected at the Precinct Meetings, unless successfully challenged, shall sit as Delegates and Alternates to the County Convention.
- c. If the County Chairman fails, refuses or neglects to call a County Convention as required by this Article, it shall become the duty of the Vice-Chairman to act in this capacity. The Vice-Chairman shall give 5 days' notice thereof to all Precinct Chairmen and County Executive Committee Members and shall follow procedures given in Article IV, A.3. If the County Chairman or Vice-Chairman does not call such a Meeting, it shall be cause for any Member of the County Executive Committee, with the approval of the Congressional District Chairman, or Chairmen, to call such County Convention.

## 2. Convention Action

- a. The County Convention shall adopt or amend a written County Plan of Organization not inconsistent with the State Plan of Organization, a current copy of which shall be on file at the County Headquarters and at State Headquarters. Failure to comply may result in the County Delegation not being seated at the State Convention by the Credentials Committee. Failure of the County Republican Party to submit a County Plan to the NCGOP State Headquarters, within 30 days of its adoption, by certified United States mail, return receipt requested, shall constitute agreement by the County Party to adopt the State Plan of Organization for the county.
- b. Elections

- i. In every odd-numbered year the County Convention shall elect a Chairman and Vice-Chairman, a Secretary, a Treasurer and such other Officers as may be deemed necessary, who are registered Republican as of January 31 of that year and who shall serve for a term of 2 years or until their successors are elected.
- ii. In every odd-numbered year the County Convention shall elect a County Executive Committee of 5 or more voters, in addition to the County Officers, who shall hold their places for a term of 2 years or until their successors are elected. The County Plan may provide for the County Executive Committee to elect additional Members of the County Executive Committee in addition to those Members of the County Executive Committee elected by the County Convention.
- iii. The County Convention shall elect 1 Delegate and 1 Alternate to Congressional District and State Conventions, plus 1 additional Delegate and Alternate for every 250 Republicans, or major fraction thereof, registered in the County, as of January 31 of that year. The County shall further elect 1 Delegate and 1 Alternate for each Republican elected to the state legislature and to public office on the state or national level from the County in the last election held for that office. With respect to the District Convention, the additional 1 delegate and 1 alternate shall only be elected to the District Convention being held in the District in which said Republican elected to the state legislature and to public office on the state or national level actually lives.
- iv. If the County has been divided between 2 or more Congressional Districts, it shall prorate its Delegate vote among these Congressional Districts in accordance with the Republican registration as of January 31 of that year in the political subdivisions within the County which have been divided among the different Congressional Districts. Delegates elected to a Congressional District Convention, in addition to the other qualifications which they must meet, must reside in the Congressional District to whose Convention they are elected. The Delegates to the County Convention from the political subdivisions in different Congressional Districts shall elect the Delegates to their own Congressional District Convention.

### 3. Credentials

The Chairman and Secretary of the County Executive Committee shall certify the election of Officers, Committee Members, Delegates, Alternates and Precinct Chairs to the District and State Conventions. Completed Credentials shall be in the hands of the Congressional District Secretary and the State Headquarters, no later than 10 days following the date of the County Convention in accordance with Article III, 3 of the State Plan of Organization. No Delegates or Alternates shall be added to the Credential list following the adjournment of the County Convention.

### 4. Convention Fee

For each person who is elected at a County Convention to be either a Delegate or an Alternate to the State Convention, the County shall forward to the State Party a fee set by the State Central Committee to defray the costs of mailing Convention materials to such elected Delegates and Alternates. The County Plan of Organization may permit the County Party to recover this fee from the Delegates and Alternates following their election.

## B. COUNTY EXECUTIVE COMMITTEE

### 1. Membership

The County Executive Committee shall consist of the County Officers and other persons elected by the County Convention in accordance with Article III.A.2.b.ii. All Precinct Chairmen, the County Finance Chairman, Trustees, Building Committee Members, Members-at-Large and all elected County Officials shall be members of the Executive Committee. In no event shall any member of the Executive Committee have more than one vote. Precinct Vice-Chairmen shall assume duties of the Precinct Chairman and vote only in the absence of the Precinct Chairmen. All members of the Executive Committee must be Republicans in good standing, residing in Randolph County.

### 2. Powers and Duties

The 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; and shall recommend nominees to the State Chairman for appointments for County Board of Election; and shall have active management of Party affairs within the County. It shall approve a Finance Committee and an Auditing Committee of not less than 3 Members each and may approve such other Committees as may be deemed necessary. The County Chairman and Vice-Chairman shall be Ex-officio Members of all Committees indicated in this



paragraph. In the event that it is determined that the County 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 County Plan of Organization into compliance with the State Party Plan of Organization. Under any circumstances, the County Plan of Organization must be brought into compliance within 90 days. The County Executive Committee may amend the County Plan of Organization 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.

### 3. Meetings

The County Executive Committee shall meet at least twice a year upon call of the County Chairman after giving 10 days' notice to all Members; or upon similar call of 1/3 of the Members of the Committee. A quorum for the transaction of business shall be 25%. There shall be no proxy voting.

### 4. Duties of Officers

- a. 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. The Chairman shall issue the call for Precinct Meetings and the County Convention, and Executive Committee Meetings, and shall preside at all of the Meetings of the County Executive Committee. The Chairman shall appoint a Finance Chairman, Auditing Committee and any other Chairman deemed necessary 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 Chairman. The Chairman shall be responsible for the creation and maintenance of a Republican organization in every Precinct within his County. The Chairman 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 in the County Plan.
- b. The Vice-Chairman shall function as Chairman in the absence of the Chairman and shall have such other duties as may be prescribed by the County Executive Committee. The Vice-Chairman shall be an "Ex-officio" Member of all Committees unless otherwise designated in the County Plan.
- c. The Secretary shall keep all minutes and records and shall maintain a roster of all Precinct Officers and Executive Committee Members. Such records shall be available, including all Credential Lists upon request, to any registered Republican within the County. The Secretary shall furnish to the Congressional

District Chairman and to State Headquarters up-to-date lists of all Precinct Chairmen.

- d. 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 and shall fulfill all financial reports and obligations required under State and Federal election laws.

#### 5. Vacancies and Removals

- a. In case of death, resignation, or discontinuance of residency within the County, removal of any Officer or Member of the County Executive Committee the resulting vacancy shall be filled by the County Executive Committee.
- b. The procedure for removal of any Member or Officer is defined in Article VII A.7. in the State Party Plan of Organization. Such removal may be appealed to the State Central Committee within 20 days and their decision shall be final.

### C. COUNTY FINANCE AND AUDITING COMMITTEES

#### 1. Finance Committee

The County Finance Committee shall be composed of the County Finance Chairman, the County Chairman, County Vice-Chairman, the County Treasurer, and not less than 3 persons approved by the County Executive Committee. They shall cooperate with the Congressional District and State Finance Committees and shall have active management of fund-raising efforts within the County.

#### 2. Auditing Committee

The Auditing Committee, appointed by the County Chairman, shall conduct a yearly audit of the financial records of the County and report such audit to the County Executive Committee for approval.

### D. COUNTY TRUSTEES AND BUILDING COMMITTEE

#### 1. Trustees

Trustees shall report to the County Officers.

#### 2. Building Committee

The Building Committee shall be responsible to oversee the building. They will set guidelines for use of the building and be in general charge of the state of the building. The Building Committee shall report to the Trustees.

## ARTICLE IV

### GENERAL ADMINISTRATIVE PROCEDURE

#### A. CONVENTION PROCEDURES

##### 1. Annual Conventions

- a. The County Convention shall be called to order by the Chairman, or in the absence of the Chairman, by the Vice-Chairman or Secretary, in order slated, who shall have the power to appoint the necessary Convention Committees and Temporary Officers at or before the convening of the Convention.
- b. No member of a credentials committee created by this Plan shall be eligible to be elected to an office or executive position at the convention for which the credentials committee serves, nor shall a committee member publicly support anyone for an office to be elected by said convention. Except when voting in convention, members of credentials committee shall strive to maintain the integrity of the convention and the committee by conducting the business of the convention with impartiality and strict neutrality on the business and elections of said convention.

##### 2. Voting Procedure

- a. No Precinct shall cast more votes than it has duly elected Delegates on the floor at the County Convention.
- b. No person shall be seated as a Delegate at the County Convention unless such person shall have been duly elected a Delegate or Alternate by the appropriate Precinct Meeting; except the registered Republican, or Republicans, present at a County Convention from an unorganized Precinct, which has not had its credentials accepted, shall have the right to vote 1 vote per Precinct, prorated among those present from that Precinct.
- c. No Delegate, Alternate or any other Member of a Convention shall cast any vote by proxy.

##### 3. Newspaper of General Circulation

Notice published in a newspaper of general circulation in the County for the purpose of this Plan of Organization shall include either a paid advertisement or a news item, provided it includes the time, date, location, and purpose of the Meeting. Such notices shall appear in the newspaper at least 15 days prior to the Meeting or Convention. This in no way relieves the County Chairman of the responsibility of providing written notice to party officers as may be otherwise required by this Plan of Organization.

#### 4. Challenges

Notwithstanding any other provisions of this Plan of Organization, challenges to Delegates and Alternates must be made in their capacity as individual Delegates. The successful challenges to Delegates and Alternates must be made individually as to their capacity as Delegates and Alternates. The successful challenges of individuals in their capacity as Delegates and Alternates shall not affect the seating of other Delegates and Alternates in the same Precinct or County Delegates unless it can be demonstrated by a preponderance of the evidence that the previous election of such successfully challenged Delegates and Alternates within such Delegation who would not otherwise have been elected, but for the votes of the unqualified Delegates and Alternates.

#### 5. Vacancies and Removals

- a. Any Member of a Committee organized under this Plan may be removed by a 2/3's vote of the respective 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 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 shall be confined to gross inefficiency, Party disloyalty or failure to comply with the County, District, or State Party Plans of Organization.
- b. 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 nominee of the Republican Party or a Republican endorsed by the appropriate Executive Committee in a non-partisan election.

#### 6. Non-Partisan Candidates and Office Holders

The County shall not offer an opportunity for a candidate for, or current officer holder of, a "non-partisan office" who is not a Registered Republican to address the convention or other function sponsored by the Party.

## B. OFFICIAL RECORDS

Minutes shall be kept by all Committees and Conventions of official actions taken, and a copy shall be filed with the Chairman of the appropriate Committee or Convention.

## C. FINANCIAL ACCOUNTS

### 1. Records

The Chairman, Treasurer, and Finance Chairman of the County shall keep faithful and accurate records of any and all monies received by them for the use of the said Committees and shall make faithful and accurate reports thereof when so requested.

### 2. Loans

No officer, staff or member of the Party shall cause the Party to undertake a loan without the prior approval of the County Executive Committee. Loans will not be accepted from any individual.

### 3. Budgeted Expenses

No County officer or member of the Party shall exceed extraordinary expenditure requests without approval from the County Executive Committee.

## D. FOREFEITURE OF OFFICIAL PRIVILEGES

### 1. Removal or Resignation from Committees

Any current or former Officer or Member of a Precinct Committee or County Executive Committee who, for any reason, is removed or resigned from said position shall forfeit all rights and privileges in any way connected with that position.

### 2. Party Disloyalty

For purposes of this Plan of Organization, Party Disloyalty is referred to in Article VII, E.2 of the State Party Plan of Organization and shall apply to this Plan of Organization.

## E. REFRAIN FROM UTILIZING POWERS OF OFFICE IN REPUBLICAN PRIMARY

Each Officer and each Member of the County Executive Committee shall refrain from utilizing the powers and dignity of his or her office or position in any Republican Primary for public office at any level.

#### F. ENDORSEMENTS IN NON-PARTISAN ELECTIONS

For purposes of this Plan of Organization, Endorsements in Non-Partisan Elections is referred to in Article VII, I.1, 2, 3 of the State Party Plan of Organization and shall apply to this Plan of Organization.

### ARTICLE V

#### AMENDMENTS, APPLICABILITY, AND EFFECTIVENESS OF THIS PLAN

##### A. AMENDMENTS TO THE PLAN OF ORGANIZATION

1. The Plan of Organization may be amended, not inconsistent with the North Carolina Republican Party Plan of Organization, by the majority vote of the delegates present and voting at any County Convention provided, that the proposed amendment was mailed to the membership to the County Executive Committee, elected at the preceding County Convention, at least thirty days prior to the convening of the County Convention.
2. Amendments from the Convention floor to the proposed Amendments to the Plan (an amendment to the amendment) which would materially alter the intent of the original proposed amendment must receive two-thirds vote of the delegates present and voting at any County Convention. This paragraph applies only to amendments to Amendments to the Plan that were mailed out to the Executive Committee as above described.
3. Proposed amendments to the Plan not mailed to the County Executive Committee thirty days prior to the convening of the County Convention must receive a two-thirds vote of the delegates present and voting at any County Convention.
4. The County Plan of Organization Committee shall have authority to correct any spelling or typographical errors in the Plan of Organization, as a housekeeping manner, that do not change the substance of the Plan.

##### B. APPLICABILITY

1. Rules as to the County

The Precinct and County Committees and County Convention is authorized to promulgate such additional rules and establish such additional Party Officers or

Committees for their respective organizations, not inconsistent with the State Party Plan of Organization, as shall be deemed necessary. The County may establish an Executive Board to transact the business of the Party between County Executive Committee Meetings.

### C. AUTHORITY

#### 1. Controversies

Controversies in the County with respect to the organization set up under this plan shall be referred to the County Chairman or County Vice-Chairman. Ruling shall be made within 60 days, and their decision shall be final.

#### 2. Parliamentary Authority

Robert's Rules of Order Newly Revised shall govern all proceedings, except when inconsistent with this County Plan of Organization or Convention Rules properly adopted.

#### 3. Gender and Number

The masculine pronoun or title herein includes the feminine, and the singular herein includes the plural, wherever appropriate.

### D. EFFECTIVE DATE

#### 1. Effective Date of this Plan

This Plan of Organization shall become effective and repeal and supersede all other rules, except as specifically noted, immediately following adjournment of the County Convention in Randolph County, North Carolina on March 16, 2017. This, however, shall not invalidate any action taken under the previous rules prior to the date above. The adoption of this Plan shall not affect the term of those office holders at the time of the adoption of this Plan.

**Randolph County Plan of Organization Adopted at the Randolph County Convention on March 30, 2019.**

**Plan of Organization Committee 2019**

David W. Craven, Jr., Chairman

*Diana H. Brown*, Secretary

