



## **PLAN OF ORGANIZATION**

**Proposed March 4, 2022**

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## **PREAMBLE**

We, the Members of the Republican Party of Duplin County, dedicated to the sound principles 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 Duplin County, North Carolina.

## **ARTICLE I - MEMBERSHIP**

A. All citizens of Duplin County, North Carolina who are registered Republicans are Members of the Republican Party of Duplin County and shall have the right to participate in the official affairs of the Republican Party in accordance with these rules. All reference 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. Any person running for an office within the North Carolina state, district legislative, county or precinct Republican Party shall be a resident of the jurisdiction in which he seeks office.

B. Minimum Qualifications for any County Party, Precinct, or Committee Leadership Position or Committee Membership:

To serve in the capacity of elected/appointed officer at any county party, precinct, or committee level, or committee member, the individual must meet the following minimum qualifications/standards.

1. Education - High School Equivalency / High School Diploma.
2. Any person having been convicted of any felony will not be qualified to serve in any capacity at the county or precinct level, or on any party committee in any capacity, unless, and until all rights have been completely restored.
3. Any person having been convicted of any felony or misdemeanor crime of moral turpitude, including but not limited to any offense against a minor person, will not be qualified to serve in any capacity at the county or precinct level, or on any party committee in any capacity. There is no time limit to this provision.
4. Any person having served any prison term for any crime of moral turpitude or any offense against any minor person, will not be qualified to serve in any capacity at the county or precinct level or on any party committee in any capacity. There is no time limit to this provision.

## **ARTICLE II - PRECINCT ORGANIZATION**

### **A. OFFICERS**

The Precinct Committee shall consist of a Chairman, Vice-Chairman, Secretary, and as many Members-at-Large as deemed necessary to conduct the business of the Precinct.

### **B. 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.

### **C. DUTIES OF OFFICERS**

1. 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. Other officers' duties shall be as prescribed by the Precinct Chairman. 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 created by the State Credentials Committee, and furnished by the County Chairman. Completed credentials shall be in the hands of the Credentials Committee Chairman by a deadline set by the County Chairman. The Credentials Committee shall issue a report to the County Chairman and County Secretary at least three (3) days prior to the convening of the convention, provided, however, that when the Precinct Meetings and the County Convention are held on the same day, the complete credentials report shall be in hands of the County Secretary at the time set by the County Chairman on that 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, after the county chairman receives a confidential and use agreement, signed by the candidate, stating the list will be used only for Republican activities related to the candidate's run for office.
2. If a Precinct fails to properly organize or the Precinct Chair fails to act, the County Chair shall appoint a temporary Precinct Chair to serve for a period not to exceed sixty days, during which time an Executive Committee shall be called and a new Precinct Chair shall be elected by the County Executive Committee. All Executive

Committee members present at a County Executive Committee meeting at which a new Precinct Chair will be elected may vote in the election.

#### **D. ELECTION OF PRECINCT OFFICERS**

At odd-year Precinct Meetings, at which a quorum is one person, unless the County Plan of Organization requires a larger number, 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.

#### **E. PRECINCT MEETINGS**

In every year, the County Chairman shall call Precinct Meetings during the months of February or March, after giving 15 days written notice posted to our website and emailed to our general email distribution list, and to each Precinct Chairman, and the Precinct Chairs also be informed as to the number of registered Republicans entitled to cast votes at the county convention. 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 at least 15-day notice posted to our website and emailed to our general email distribution list. 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.

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 ten (10) days written or electronic notice of such Meeting, or upon the similar call of 1/3 of the Members of the Precinct Committee, or 10 Members of the general Precinct Membership.

##### **1. 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 Republican voters, or a major 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, a County may adopt, in its Plan of Organization, a basic number of registered Republican voters less than 100 but, in so doing, must assure proportional representation of all registered Republican voters in the county.

##### **2. Vacancies**

In case of death, resignation, discontinuance of residency within the Precinct, removal of any officers, or members of the Precinct Committee, or for any other reason, shall be filled by the

remaining members of the Precinct Committee, or by appointment by the County Chairman with the approval of the Executive Committee to serve as an interim precinct officer until the next precinct meeting.

### 3. Removals

Any member of the Precinct Committee may be removed from office by a vote of at least two-thirds (2/3) of the entire Precinct Committee after said member is furnished with notice of the charges against their person, signed by not less than one-third (1/3) of the members of the Precinct Committee. The member shall be allowed twenty (20) days to appear and make their defense. Valid reasons for removal of a precinct committee officer shall be gross inefficiency, party disloyalty as defined in Article III.6, gross financial irregularities with party money, or failure to comply with the Duplin County or North Carolina State Plans of Organization and Board Elections regulations. An individual removed from office may appeal the decision to the County Executive Committee within twenty (20) days; 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 VII, B.I.a.b. of the State Plan of Organization.
- b. At or about 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. If Precinct Meetings are held prior to the County Convention, the Credentials Committee shall issue its report on Delegates and Alternates certified to the County Convention at least 3 days in advance of the convening of the County Convention. When Precinct Meetings are held prior to the date of the County Convention, all Delegates and Alternates challenged in the report of the Credentials Committee shall be notified prior to the day of the Convention and allowed to present their case to the Credentials Committee prior to the convening of the Convention. If Precinct Meetings and the County Convention are held concurrently on the same day, the Credentials Committee shall issue its report on Delegates and Alternates certified to the County Convention prior to the transaction of any business at the County Convention. When Precinct Meetings are held concurrently on the same day with the County Convention, all Delegates and Alternates challenged in the report of the Credentials Committee shall be notified on that day and allowed to present their case to

the Credentials Committee. 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 inform the Executive Committee just prior to executing this action. 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 Chairmen, to call such County Convention.

## 2. Convention Action

### a. County Plan of Organization

Each year, the County Convention shall adopt or amend a written County Plan of Organization not inconsistent with the current State Plan of Organization, a current copy of which shall be on file at the Official County GOP website, [www.duplingop.com](http://www.duplingop.com), and at State Headquarters. If the County Convention fails to adopt a new written County Plan of Organization, the previously adopted County Plan of Organization shall remain in effect, to the extent not inconsistent with the State Plan of Organization. Failure to comply may result in the County Delegation not being seated at the State Convention by the Credentials Committee. Failure of a County Republican Party to submit a County Plan to the NCGOP State Headquarters via Current Official County GOP email to the current NCGOP Legal Counsel, current NCGOP Executive Director, and Certified USPS Return Receipt to NCGOP Headquarters, within 30 days of its adoption, shall constitute an agreement by the County Party to adopt the current State Plan of Organization for that county.

### b. Elections

- i. In every odd-numbered year, the County Convention shall elect a Chairman, a Vice-Chairman, a Secretary, a Treasurer, and a Finance Committee Chairman who shall serve for a term of 2 years.
- ii. In every even-numbered year, the County Convention shall elect 6 voting members of the County Executive Committee, in addition to the 5 County Officers that are elected in odd-numbered years, who shall hold their places for a term of 2 years. The County Plan of Organization does not 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 Delegates to the County Convention. The number of voting members on the County Executive Committee will be eleven.

iii. Qualified members who wish to be a candidate for Chairman, Vice-Chairman, Secretary, Treasurer or Finance-Chairman in an odd-numbered year, (beginning in 2023), or wish to be seated as one of the 6 voting Executive Committee Members in an even-numbered year (beginning in 2024) shall:

1. File their intention to seek the respective office by emailing info@duplingop.com and/or written letter mailed to The Duplin County Republican Party PO Box 52 Kenansville, NC 28349. Intention to seek office must include:
  - a. The specific office they seek, their full name, mailing address, physical address, phone number for voice, phone number for text, and their current email address.
2. The filing period will be 45 days starting January 1 and closing on February 14th. Emails received after February 14th and mailed notices not postmarked by February 14th will not be accepted. Note: The above filing process and 45-day time frame spelled out is the only accepted way to be eligible to have your name placed on the ballot. Nominations from the floor will not be accepted.
3. The candidate shall receive an email receipt of their respective filing notice.
4. After the filing period has closed all valid email and USPS mailed filing notices will be forwarded to the Secretary. If there is a contested election the Secretary will then create a ballot for each office with the names of the individuals who have filed. A viewable ballot for each office will be posted no later than March 1, on the Party website and emailed to the official Party email distribution list. No ballot will be created for a non-contested office.
5. Each qualified candidate will be afforded the opportunity to address the general membership about their candidacy at the February monthly meeting, and/or the seated Delegates at the County Convention.
6. Prior to the County Convention, the Chairman will appoint no less than 2, and no more than 5 Election Tellers. The Chairman shall not appoint any candidates as an Election Teller. Each candidate will be notified by email of the Chairman's Election Teller selections. The night of the County Convention the Election Tellers will be responsible for:
  - a. Passing out the ballots for each office contested to the seated Delegates.
  - b. Securing the completed ballots after the voting time has ended.

- c. Tabulating and reporting the results of each election to the Convention Delegates.
  - d. In the event of tied contests that need to be resolved, the Elections Tellers will reissue ballots to the Delegates to break the tie and then report the results to the Convention Delegates.
7. In the event the Secretary reports that only one candidate has filed for the position of Chairman, Vice-Chairman, Secretary, Treasurer and/or Finance Committee Chairman the ballot process in steps 4-6 are not applicable, and a voice vote will be called for that specific office at the County Convention. In the event only 6 candidates file for the position of voting Executive Committee members, the ballot process in steps 4-6 are not applicable and a voice vote will be called for election of those six candidates at the County Convention. Should two or more candidates file for one of the elected officers' positions the candidate receiving the most votes shall be declared the winner. In the event of a tie, the Election Tellers will reissue a ballot to all the Delegates to break the tie. If a 2nd Delegate vote results in a second tie for Chairman, the seated Precinct Chairs shall cast a vote for Chairman. If a 2nd Delegate ballot vote results in a tie for the office of Vice-Chairman, Treasurer, Secretary or Finance-Chairman, the Chairman shall select the winner. In even-numbered years if more than 6 candidates have filed candidacy for the voting Executive Committee members, a single ballot will be used with all candidates listed in alphabetical order of last name. The 6 candidates who receive the most votes will be declared winners by the Election Tellers. In the event of a tie vote(s) on the ballot creating the issue where more than 6 candidates receive a majority vote, ballots will be issued by the Election Tellers to break that tie. The Election Tellers will then recount the ballots and position that winner into the respective position the tie occurred and then reformulate the top 6 candidates. In the event only 6 candidates file for the position of Executive Committee the ballot process in steps 4-6 are not applicable, and a voice vote will be called for those six candidates at the County Convention. In the event less than 6 candidates file for candidacy for the voting Executive Committee members, those candidates who did file will be seated after a voice vote at the County Convention. At the next scheduled

Executive Committee meeting, the Chairman will then appoint qualified members to fill the vacancies that exist.

8. All balloted votes must be done in person at the County Convention. There will be no proxy voting. Write-in votes on the established ballot created by the Secretary will not be accepted.
- iv. 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 that county, as of January 31 of that year. Each County shall further elect 1 Delegate and Alternate for each Republican elected to the state legislature and to public office on the state or national level from said 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.

### 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, on forms furnished by the State Central Committee and in conformance with Article VII 3, of the State Plan of Organization. Completed Credentials shall be in the hands of the Congressional District Secretary and the State Headquarters by the deadline set by the State Chairman. All County Credentials for the State Convention should be mailed to State Headquarters no later than 10 days following the date of the County Convention or the deadline set by the State Chairman, whichever date comes first. The postmark date will be used to determine compliance for mailed credentials. No Delegates or Alternates shall be added to the Credentials list following the adjournment of the County Convention. Copies of all newspaper notices, in addition to a list of county and precinct officers, shall be submitted to the NC Republican Party and all applicable Congressional District Committees along with County Credentials.

### 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. A County Plan of

Organization may permit the County Party to recover this fee from the Delegates and Alternates following their election.

## **B. COUNTY EXECUTIVE BOARD**

The County Executive Board shall consist of the County Chairman and other elected officers of the Party, the immediate past Chair and four or more members-at-large. The County Executive Board shall meet at the discretion of the County Chair to perform the following duties:

1. Manage the day-to-day activities of the Party.
2. Prepare proposed budgets, schedules, statements, and calendars for County Executive Committee approval.
3. Prepare reports of projects, programs, and activities, as required by the Executive Committee.
4. Authorize expenditures of up to \$500.00 per unplanned expenditure.
5. Establish agendas for the Executive Committee meetings and County Conventions.
6. Authorize the chair to appoint ad hoc committees as needed to accomplish specific time-constrained tasks.
7. Prepare/Approve correspondence, press releases, statements, and reports for the County Chair's signature.
8. Any other duties assigned by the County Executive Committee.
9. The County Executive Board shall meet at the call of the County Chair or if the Chair fails to act, by a majority of the County Executive Board. Monthly meetings are encouraged; bi-monthly meetings are required.
10. The County Executive Board may remove a member for failure to support the Party, (e.g. attend meetings) by a two-thirds vote of the members present at any regularly called meeting.

## **B. COUNTY EXECUTIVE COMMITTEE**

### **1. Membership**

The County Executive Committee shall consist of the currently elected County Officers, At-Large Members, Precinct Officers, and other persons elected by the County Convention.

### **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; 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. The County Chairman shall appoint the Chairmen and members of all standing committees whose composition is not otherwise designated in this Plan of Organization, and shall appoint such Committees as may be deemed necessary, subject to the approval of the County Executive Committee. 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. If permitted by the County Plan of Organization, the County Executive Committee may amend the County Plan of Organization upon a 2/3 vote after providing written or electronic notice of the meeting advising members regarding the substance of the proposed amendment and providing a quorum is present. County Republican Parties shall submit, by certified United States mail, return receipt requested, their county plans of organizations, and amendments thereto, to the NCGOP State Headquarters Executive Director, Political Director, and District Chairman within thirty (30) days after their adoption, in order for the Plan and/or amendment to be considered valid.

### 3. Meetings

The County Executive Committee shall meet at least twice (2) a year upon the call of the County Chairman or the call of 1/3 of the Members of the County Executive Committee, after giving ten (10) days written or electronic notice to all Members. One-quarter (1/4) of the Executive Committee members shall constitute a quorum for the transaction of business. There shall be no proxy voting. All meetings shall be conducted in accordance with "Robert's Rules of Order Newly Revised, 11th ed. (2011)" or later, except when inconsistent with this County Plan or Organization or Convention Rules properly adopted. 7

### 4. Duties of Officers

#### a. Chairman

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, the County Convention, and Executive Committee Meetings, and the Chairman shall preside at all the Meetings of the County Executive Committee. The Chairman shall appoint a Finance Chairman, Auditing Committee of not less than 3 Members each (subject to the advice and consent of the County Executive Committee) and any other committees the Chairman deems 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 of Organization.

b. Vice Chairman

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 of Organization.

c. Second Vice-Chairman

The Second Vice-Chairman shall function in the absence of the Vice-Chairman, or as Chairman in the absence of the Chairman and Vice-Chairman, and shall have such other duties as may be prescribed by the County Executive Committee.

d. Secretary

The Secretary shall keep all minutes and records at County Executive Committee meetings, and the County Convention. The Secretary shall distribute an electronic copy of the minutes from the prior County Executive Committee meeting for review by all members of the County Executive Committee at least ten (10) days before the next scheduled meeting. The Secretary shall maintain a roster of all Precinct Officers and Executive Committee Members. Such records shall be available, including all Credentials 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.

e. Assistant Secretary

The Assistant Secretary shall function as Secretary in the absence of the Secretary, and shall have other duties as may be prescribed by the County Executive Committee.

f. 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 and shall fulfill all financial reports, obligations and certifications required under State and Federal election laws.

g. Assistant Treasurer

The Assistant Treasurer shall function as Treasurer in the absence of the Treasurer; manage the daily aspects of the county party's fundraising efforts, and shall have such other duties as may be prescribed by the County Executive Committee.

h. Information Officer

The Information Officer shall maintain and update the data collected by the Duplin County Republican Party in an electronic format suitable for use of the Executive Committee to communicate with members of the County Executive Committee, party members, and the general public. The Information Officer shall maintain a complete and updated copy of registered Republicans within the County. Data should be maintained in a secure manner, with access information disclosed to the Executive Officers of the Duplin County Republican Party. The Information Officer, with the advice and consent of the County Executive Committee, is also charged with oversight of the Party Web site and shall be the chairman of the Communications Committee.

i. Legal Counsel/Parliamentarian

Legal Counsel shall be responsible for advising the Party regarding legal matters and will be the primary resource for advising the Chair, and other members of the committee, regarding compliance with these rules and in particular, Robert's Rules of Order.

j. Duties of At-Large Members

The At-Large members shall form an Ad Hoc committee charged with oversight of the County Plan of Organization to monitor violations of said plan and then report to the County Executive Committee on not less than a quarterly basis or more frequently as needed. An At-Large member shall have additional duties as may be prescribed by the County Executive Committee. Corrective actions in response to the violations as determined by those same At-Large Members must be included in the same report and be presented to the Executive Committee. A two-thirds (2/3) vote of the Committee is necessary for approval.

5. Vacancies and Removals

a. Vacancies

Vacancy due to death, resignation, discontinuance of residency within the County, removal of any Officer, or Member of the County Executive Committee, or Standing Committees, or for any other reason, shall be filled by the remaining members of the County Executive Committee.

## b. Removals

Any Officer or Member of the County Executive Committee, or Standing Committee may be removed from office by a vote of at least two-thirds (2/3) of the entire Executive Committee after being furnished with notice of the charges against their person, signed by not less than one-third (1/3) of the Members of the Executive Committee. The member shall be allowed thirty (30) days to appear before the Executive Committee and make their defense. Reasons for removal of an Executive Committee member or member of a Standing Committee shall be confined to gross inefficiency, party disloyalty, gross financial irregularities with party money, or failure to comply with the Duplin County or North Carolina State Plans of Organization and Board of Elections regulations. Such removal from office may be appealed within twenty (20) days to the State Central Committee; their decision shall be final. Breach of Fiduciary Duty (involving financial matters) will be grounds for immediate suspension by the Chairman. Any person so suspended, is entitled to the same protections as provided above.

## 6. Party Disloyalty

For the purpose of this Plan of Organization, party disloyalty is defined as an act of publicly supporting a candidate of another party, or independent candidate running in opposition to a candidate endorsed by the Republican Party.

## 7. Attendance

Any member of the County Executive Committee failing to attend three (3) consecutive County meetings, and failing to contact the Chairman to be excused due to extenuating circumstances, may be considered to have submitted a voluntary resignation from the County Executive Committee.

## 8. Officer Communications

Any written, electronic, or telephonic communication to any of the officers regarding Committee business must be responded to in any of the three forms within five (5) business days.

## 9. Transfer

- a. All email and property must be turned over to successors within 24 hours of election. The current physical property list will be turned over to Chairman and Vice Chairman on election night.
- b. Webmaster or responsible party officer will send email invitations to successor officers and/or executive committee members within 24 hours of election.
- c. Webmaster or responsible party officer will turn over all pertinent logins and passwords to successor and/or incoming Chairman and Vice-Chairman for continuity of succession.

- d. Secretary and Treasurer will turn over County Party Computer and Printer to successor on election night and assist with updating computer login. At earliest convenience, the former Treasurer, and if necessary, the Chairman and Vice-Chairman will meet with his successor to ensure a smooth, and orderly transition of all banking information, bank passwords, update signature cards, finances, and financial documents not later than April 15th following the March Convention Elections.
- e. In the event that this succession plan is not followed, the individuals that are in violation are no longer eligible to participate in any Duplin County Republican Party or affiliated groups in any capacity for a period of 4 years. It will be the policy of the Duplin County Republican Party to file a complaint with the Congressional district and state party as well as local law enforcement if all transition items, documents, email lists or anything else mentioned or not mentioned in this plan of organization is not strictly adhered to.
- f. Upon completion of two consecutive years of non-participation, the individual is eligible to apply for reinstatement via a hearing of the executive committee following the same process as amending the Plan of Organization.

## **C. COUNTY STANDING 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 Audit Committee shall be composed of a Chairman, the County Chairman, Vice-Chairman, and two (2) other persons appointed by the County Executive Committee. The Auditing Committee members shall conduct an annual audit of the financial records of the County Party for the calendar year beginning in January and ending in December. The Audit Committee shall report the findings to the County Executive Committee for approval no later than sixty (60) days after the close of the calendar year. If due to 10 vacancies or removal from office, a new treasurer is elected, it shall be the duty of the Audit Committee to perform an extraordinary audit within thirty (30) days of the appointment of a new Treasurer.

### **3. Budget Committee**

The Budget Committee shall be composed of a Chairman, the County Chairman, County Vice-Chairman, County Treasurer, Assistant Treasurer, Finance Committee Chairman, and

three At-Large members. This Committee, with input from the County Executive Committee and party members, will recommend a budget to the Executive Committee for their consideration and adoption by the first meeting of August.

#### 4. Organizational Development Committee

This Committee shall be responsible for establishing and developing the precinct organizations throughout the county.

#### 5. Benevolence Committee

The Benevolence Committee is responsible for assisting the County Chairman, Information Office, Secretary, and Treasurer in executing benevolence towards Members-In-Good-Standing.

#### 6. Communications Committee

The Communications Committee is responsible for assisting the County Chairman, Information Officer, and Secretary in enhancing communication between the County Executive Committee, Duplin County Republican Party membership, and the Duplin County general public and in particular, is responsible for creation and maintenance of the Party website and maintaining the Party's presence on appropriate social networks and related platforms.

#### 7. Social Committee

The Social Committee shall be composed of a Chairman, the County Chairman, County Vice-Chairman, County Treasurer, Assistant Treasurer, Finance Committee Chairman, and three At-Large members. Duties will be to plan and execute social events for the year including a minimum of one social event per quarter, a summer event, and a holiday banquet.

#### 8. Standing Committee Records

Minutes shall be kept by all Committees of official actions taken, and a copy shall be filed with the Chairman of the appropriate Committee and the County Secretary. A copy of committee records shall be made available to the members of the Executive Committee by the Secretary upon request.

#### 9. Ex-Officio Members

Ex-officio members of the committees have the same voting rights as the other committee members and are not counted in determining if a quorum is present. When an Ex-officio member of a committee ceases to hold the office that entitles him/her to such membership, his/her membership terminates automatically.

## **Article IV: Executive Board of the County Executive Committee**

An Executive Board shall be established by the County Chairman to advise him concerning party activities. The Board will include the elected officers, the immediate past chair and any at-large members. The Board will be responsible for the day-to-day operations of the party. The Board should formulate recommendations for a party plan of action to be presented to the County Executive Committee for consideration and approval no later than the first meeting in August.

## **Article V: General Administrative Procedures**

### **A. MEETING PROCEDURES**

#### 1. Annual Conventions

a. The County shall be called to order by the Chairman, or in the absence of the Chairman, by the ViceChairman or Secretary, in order slated, who shall have 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 officer or executive committee 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 committee with impartially 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 any County, District or State Convention unless such person shall have personally attended the Annual Precinct Meeting, and shall have been duly elected a Delegate or Alternate by the appropriate Precinct Meeting or County Convention; 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. For those who were

unable to attend the Annual Precinct Meeting, this Plan may provide for a procedure to permit the election of person(s) to be Delegates and Alternates to the County, District and/or State Convention. Under the authority of the State Plan, the Duplin County Executive Committee is hereby authorized to amend this Plan of Organization prior to the Annual Precinct Meetings and County Convention for the sole purpose of implementing a procedure to permit the election of person(s) to be Delegates and Alternates to the County, District and/or State Convention.

c. No Delegate, Alternate or any other Member of a Committee shall cast any vote by proxy.

### 3. Newspaper or General Circulation

For purposes of this Plan of Organization, Call of Convention for the County shall include notice published in a newspaper of general circulation in the County. Such notice may be either by paid advertisement or as a news item, provided in either case it includes the time, date, location and purpose of the Convention. The foregoing requirements may be modified where other forms of media provide more effective notice to the general public – such as TV, radio, email, Facebook, Duplin GOP website, or NCGOP website. Any modification in the form of notice must first be approved in writing by the State Credentials Committee prior to being implemented. All published notices must appear or be broadcast at least 10 days prior to the Convention.

### 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 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 resulted in the election of other Delegates and Alternates within such Delegation who would not otherwise have been elected, but for the votes of the unqualified Delegates or Alternates.

## **B. NOMINATIONS TO COUNTY BOARD OF ELECTIONS**

Nominations to the County Board of Elections for a full term by the State Chairman to the North Carolina State Board of Elections shall be subject to the following procedures:

a. At least ninety (90) days prior to the date the State Chairman must submit nominees to the North Carolina Board of Elections, the State Chairman must give

notice by electronic and/or written means to the County Chairman informing the County Chairman of the deadline by which such nominations from the County Executive Committee must be submitted to the State Chairman. The deadline for nominations to be submitted to the State Chairman shall be at least thirty (30) days prior to the date the State Chairman must submit the nominees to the North Carolina Board of Elections.

b. The County Executive Committee, through the County Chairman, shall submit to the State Chairman by electronic and/or written means the names and the order of the names for the nominations approved by a majority of the County Executive Committee at least thirty (30) days prior to the date the State Chairman must submit the nominees to the North Carolina Board of Elections.

### **C. FORFEITURE OF OFFICIAL PRIVILEGES**

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

### **D. PARTY OFFICERS AS CANDIDATES**

In the event that the Chairman or Vice-Chairman of the County Party shall announce his intentions to run for public office or shall file a notice of candidacy with the Board of Elections, that person shall be deemed to have resigned his office within the Party, effective seven (7) days after the close of filing. However, that person may petition the Executive Committee for exemption from this provision and the Executive Committee may, for good cause shown, grant such an exemption with a two-thirds (2/3) affirmative vote. This exemption shall be deemed void if any other Republican files with the Board of Elections for the same public office within the election cycle.

## **Article VII: Amendments, Authority, and Effective Date of the Plan**

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

1. The Plan of Organization may be adopted or amended, not inconsistent with the Rules of the North Carolina Republican Party, by a majority vote of the delegates present and voting at any Duplin County Convention provided, however, that the proposed amendment was sent (USPS or email) to the membership of the Duplin County Executive Committee, elected at the preceding County Convention, at least thirty days prior to the convening of the Duplin 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 a 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 sent (USPS or email) out to the Executive Committee as above described.

3. Proposed amendments to the Plan not sent (USPS or email) to the Duplin 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 Plan of Organization Committee shall have authority to correct any spelling or typographical errors in the Plan of Organization, as a housekeeping matter, that do not change the substance of the Plan.

## **B. AUTHORITY**

### 1. Controversies

Controversies in any County or District with respect to the organizations set up therein under this Plan shall be referred to the State Chairman, State Vice-Chairman, National Committeeman, National Committeewoman and General Counsel for arbitration. Ruling shall be made within 60 days, and their decision shall be final.

### 2. Gender and Number

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

### 3. Newspaper of General Circulation

Notice of the call for any precinct meeting or convention shall be published in a newspaper or newspapers, or on the state party's website or other methods sufficient for general circulation in the county, district, or state, as the case may be, not less than fifteen (15) days prior to the date of such meeting, or convention. Such notice shall include the time, date, location and purpose of the meeting or convention

### 4. Written Notice

Written notice for purposes of this Plan of Organization means either notice delivered by mail via the USPS, or an electronic method, e.g. email, Facebook, Twitter, Duplin County GOP website, State NCGOP website, etc.

## 5. Parliamentary Authority

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

## 6. No Proxy Voting

No proxy voting shall be allowed at any meeting or convention held pursuant to this Plan.

### **C. EFFECTIVE DATE**

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 Duplin, North Carolina, on March 5, 2021. 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 officeholders at the time of the adoption of this Plan.