

**PENOBSCOT COUNTY REPUBLICAN COMMITTEE**

**BY – LAWS**

Article I

**NAME**

The name of the Committee shall be The Penobscot County Republican Committee.

Article II

**OBJECT**

The object of this Committee shall be to lead and support the Republican Party in Penobscot County; to cooperate with the Maine Republican Party in promoting principles and ideals of the Republican Party; to act as the communication link with Municipal Republican Committees and with the rank and file Republicans in Penobscot County to inform the Maine Republican Party of the concerns of the people of Penobscot County. To make certain that Municipalities in Penobscot County hold caucuses and remain active on a year-round basis, to ensure that qualified candidates are recruited and supported for all elective offices, to raise funds to support State and County candidates and organizations, to register and enroll eligible voters as Republicans continually, and to ensure that political operations are carried out effectively in support of Republican candidates for National, State, County and Local offices.

Article III

**MEMBERS**

Section 1. Elected Members:

Each Municipal Caucus may nominate enrolled Republicans from its own membership as follows:

- a. One Committee Member (man or woman) for the first one hundred (100) registered Republicans and a second Committee Member (man or woman) for the second one hundred (100) registered Republicans.
- b. One Committee member for every two hundred (200) Republican enrolled voters, or portion thereof, in excess of the first two hundred (200) according to the most recent figures currently available in writing from the office of the Maine State Republican Committee on January 1 of even numbered years.
- c. The names of these nominees shall be certified to the Maine State Republican Committee by the Chairman or Secretary of each Town Caucus.

- d. The election of nominees shall take place at the Penobscot County Caucus at  
The biennial meeting at the Republican State Convention.

#### Section 2. Ex-officio Members:

The Chairman of each Municipal Republican Committee in Penobscot County is a voting member ex-officio of the Penobscot County Republican Committee. Officers of the Penobscot County Republican Committee are voting members ex-officio of the Committee. State Republican House and Senate members who represent citizens of Penobscot County are voting members ex-officio of the Penobscot County Republican Committee.

#### Section 3. Vacancies:

Vacancies which occur after the most recent meeting the County Caucus shall be filled by a vote of the appropriate Municipal Committee and certified to the County Committee by the Secretary or Chairman of such Municipal Committee; prior to becoming active members of the County Committee the certification must be approved at a regular meeting of the County Committee and the member will become a voting member at the next regularly scheduled meeting. Absent such action, and upon thirty (30) days written notice from the Executive Committee to the Chairman of said Committee, the Executive Committee of the Penobscot County Republican Committee may fill any vacancy for the remainder of the term by appointing an enrolled Republican from that Municipality. In the event that a Municipality eligible to nominate members to the County Committee has no Municipal Committee nor held a legal caucus, the County Committee upon recommendation of its Executive Committee, may elect enrolled Republicans from such Municipality to fill the vacancies.

#### Section 4. Dues:

Dues for membership in the County Committee are set at Ten Dollars (\$10.00) for the normal two-year term. For a term of one year or less, the fee will be Five Dollars (\$5.00). Dues are payable at the first County Committee Meeting after the State Convention or may be submitted by mail for sixty (60) days thereafter.

#### Section 5. Terms:

Members shall serve for a two-year term or for the balance of the two-year term they are filling. In order to assure an active membership, positions on the Committee will be deemed to have been vacated if a member fails to attend three (3) consecutive meetings or to pay dues within sixty (60) days of the due date. In either event, the member will not be entitled to notice of meetings and will forfeit his or her right to vote.

#### Section 6. Resignations:

Resignations should be submitted in writing to the Chairman of the County Committee.

#### Section 7. Special Cases:

Special cases arising under Article III may be referred to the County Committee for action.

## Article IV

### OFFICERS

Section 1. The officers of the Penobscot County Republican Committee shall be a Chairman or two Co-Chairmen, optionally, a Vice-Chairman, Recording Secretary, Corresponding Secretary, a Treasurer, and a Finance Chairman. The offices shall have the powers and shall perform the duties which customarily apply to the respective offices, as prescribed by these By-Laws and by the parliamentary authority adopted by this Committee. Noting that the County Chairmen are ex-officio members of the Republican State Committee, if there are Co-Chairmen, one will fill that role for voting purposes with the other serving as a permanent proxy. Other duties of the office of Chairman will be divided as the incumbents see fit. Hereafter, the term "Chairman" will refer to either or both Co-Chairmen, if applicable.

Section 2. With the exception of the Finance Chairman, the Officers shall be elected by the County Committee at the first meeting of said Committee in January, following the biennial general election for State of Maine elective offices. Such meeting shall be called by the senior (in length of continuous service) State Committeeman or Committeewoman for Penobscot County or, in the case of absence or inability to act, by the alternate Committeeperson. Either public or written notice to members of the Committee of the time and place of the meeting will be given **AT LEAST TEN (10) DAYS PRIOR TO THE MEETING** (IN REASONABLE TIME TO ASSURE A QUORUM). Expense for such notification shall be borne by the County Committee. Said State Committeeperson shall call the meeting to order and conduct the election of Officers. The Finance Chairman shall be appointed by the Chairman of the County Committee.

Section 3. The officers need not have been members of the County Committee prior to the election but will become such upon election for appointment without affecting the Municipal entitlement prescribed in Article III above.

Section 4. The elected Officers shall serve a term of two (2) years or until their successors are elected and their term of office will begin at the close of the meeting at which they are elected. Should the Office of Chairman become vacant within the term, a special meeting shall be called in the manner provided in Section 2 above, to elect a successor. For other elected offices, the Chairman shall conduct SUCH meeting. The term of the office of the Finance Chairman shall commence upon appointment and run until the next election of Officers.

## Article V

### MEETINGS

Section 1. The Chairman of the County Committee shall call at least (10) monthly meetings during each *even numbered (General Election) year and at least five (5) monthly meetings during the odd numbered years.* **ADDITIONALLY** a meeting may be held at any time upon the call of the Chairman, or, in his absence or inability to act, by the Vice-Chairman **OR** upon written petition of at least ten (10) members of the County Committee filed with any

member of the Executive Committee. Said Committee member may instruct the Corresponding Secretary to call such meeting, or, failing such call, do so personally.

Section 2. Except for the meeting called for the election of Officers provided for in Article IV, notice of any meeting of the County Committee shall be given in writing and mailed *or e-mailed* at least ten (10) days before the meeting is to be held. Said notice shall contain the time and place of the meeting and, to the extent possible, the purpose of the meeting.

Section 3. Each member of the County Committee shall be entitled to one vote on all questions or elections at any regular or special meeting if present in person or represented by a proxy WHO IS A REGISTERED REPUBLICAN. A proxy must be appointed in writing by the member and be a resident of the same municipality as the appointing member. ONE PERSON CAN CAST ONLY ONE VOTE AS A MEMBER OR AS A PROXY.

Section 4. Ten (10) percent of the current membership will constitute a quorum for meetings of the full County Committee.

## Article VI

### THE EXECUTIVE COMMITTEE

Section 1. The Executive Committee shall consist of the following:

- a. the Officers of the County Committee
- b. the immediate past Chairman of the County Committee, ex-officio,
- c. the Penobscot County representatives ELECTED to the State Committee,
- d. the President of the Women's Republican Club OF PENOBSCOT COUNTY,
- e. the President of the Penobscot County Young Republicans,
- f. THE CHAIRPERSON OF ANY COLLEGE REPUBLICAN COMMITTEE IN PENOBSCOT COUNTY AS A VOTING MEMBER,
- g. The President of the Penobscot County College Republican Organization as a voting member.

Section 2. Members of the Executive Committee identified in Section 1 of this Article who are not otherwise members of the County Committee become such upon election or appointment to the identified positions without affecting the Municipal entitlements prescribed in Article III above.

Section 3. The Executive Committee shall have general supervision of the affairs of the County Committee between business meetings, fix the hour and place of such meetings, make recommendations to the full Committee, and shall perform such other duties as are specified by these by-laws. The committee shall be subject to the orders of the County Committee and none of its acts shall conflict with action taken by the Committee.

Section 4. The Executive Committee shall have the authority to disburse all funds of the County Committee for political purposes. The Treasurer shall pay no bill or disburse no money amounting to more than ONE HUNDRED (\$100.00) DOLLARS unless such disbursement shall have been approved by the Executive Committee

as attested by the Chairman, or, in his absence or inability to act, by the Vice-Chairman.

Section 5. Meetings of the Executive Committee shall occur as called by the Chairman or Vice-Chairman in his stead, provide at members of the Committee shall have actual personal notice of such meeting or written notice mailed at least SEVENTY-TWO (72) HOURS before such meeting, with such notice provided by the Chairman, Vice-Chairman or Corresponding Secretary.

Section 6. A quorum of the Executive Committee shall consist of at least five (5) members of the Committee and must include the Chairman or Vice-Chairman or, in the absence or inability of both to act, a Chairman pro-tem appointed by the majority of the remaining members of the Executive Committee.

## Article VII

### **COMMITTEES**

Committees , standing or special, shall be appointed by the Chairman of the County Committee or as the Executive Committee shall, from time to time, deem necessary.

## Article VIII

### **PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the County Committee in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules the County Committee may adopt.

## Article IX

### **AMENDMENT OF BY-LAWS**

These by-laws may be amended at any REGULAR County Committee Meeting by a two-thirds (2/3) vote of the VOTING members present, provided that a notice of the proposed amendment, in writing, has been mailed to each member at least TEN (10) DAYS in advance.

## Article X

### **APPEAL**

ACTIONS OF THE COUNTY COMMITTEE MAY BE APPEALED THROUGH THE PROCESS DESCRIBED IN RULE 15 OF THE MAINE STATE REPUBLICAN COMMITTEE.