

BYLAWS  
OF THE

SCHUYLKILL COUNTY REPUBLICAN COMMITTEE

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**BY-LAWS OF THE  
SCHUYLKILL COUNTY REPUBLICAN COWIITTEE**

**ARTICLE I  
ORGANIZATION**

**SECTION 1.** The Schuylkill County Republican Committee shall consist of one Committee Member from each election precinct of Schuylkill County.

**SECTION 2.** Each Committee Member shall have two alternates. The first alternate shall be that person who receives the most votes for alternate in each precinct. The other alternate shall be known as the second alternate. In the case of a tie, the County Chairman shall conduct a public coin toss to determine the first and second alternate.

**SECTION 3.** The Committee Member and Alternate Committee Members shall be elected for a four (4) year term in each election precinct at the Pennsylvania Primary Election in each gubernatorial election year.

Write-in votes for the said office of committee member and alternate shall not be recognized by this committee.

**SECTION 4.** Each committee member and each alternate committee member must be a qualified elector of the Republican Party of Schuylkill County and be a bonafide resident of the election district from which he/she has been elected.

**SECTION 5.** In the event of a vacancy occurring in the office of a committee member or alternate committee member in any election precinct, the County Chairperson shall fill the vacancy or vacancies. During the period of time intervening between the Primary Election at which county committee members are elected, and the biennial convention of the county committee, no vacancies existing in the membership of the county committee shall be filled:  
but all such vacancies shall be filled as soon as possible after the biennial convention in accordance with the provisions of these By-Laws.

**SECTION 6.** Upon the affirmative vote of a majority of the entire membership of the Schuylkill County Executive Committee, the County Chairperson shall be directed by the Executive Committee to declare the office of any committee member, as a member of the County Committee, vacant whenever it is made to appear that said committee member is 1) not a qualified elector of his district, 2) is physically unable to serve, or 3) has demonstrated a neglect of office, or 4) has violated the principles of the Republican Party, after first notifying said committee member, in writing, and affording him/her -an opportunity to appear before the County Executive Committee. Proxy votes shall not be recognized for this procedure.

**SECTION 7.** The duties of the members of the County Committee shall

be as follows:

- a. To keep the County Chairperson and the members of the Executive Committee fully advised and informed of the political conditions and requirements of his/her district.
- b. Maintain and be responsible for the maintenance of registration within his/her election precinct.
- c. To act as a representative of the Schuylkill County Republican Committee in his/her precinct of all occasions.
- d. To further the interests of the Republican Party and all nominated Republican candidates at all times.

**SECTION 8.** The County Committee shall meet in convention biennially on the second Saturday of June at 10:00 o'clock A.M., of each even numbered year. Special meetings or conventions may be called by the County Chairperson or by a petition signed by a majority of the members of the Executive Committee or of the County Committee. If the Chairperson shall neglect or refuse to call a meeting of the County Committee after the presentation of such a petition, then a majority of the County Committee or Executive Committee is empowered to call the same. Each committee member and alternate committee member shall be given written notice of the time and place of each meeting of the County Committee, regular or special, by mail, at least ten (10) days prior to the time fixed for said meeting.

**SECTION 9.** A majority of the County Committee shall constitute a quorum at all conventions for the transaction of all business.

**SECTION 10.** In all meetings of the County Committee, only one vote per precinct may be cast by those elected to represent each precinct of each question or issue. The order of precedence shall be as follows:

1. The vote of the committee member
2. The vote of the first alternate
3. The vote of the second alternate
4. The properly completed proxy of the committee member
5. The property completed proxy of the first alternate
6. The properly completed proxy of the second alternate

**SECTION 11.** Each duly elected or appointed member and alternate of the County Committee shall have the privilege of registering their vote by proxy, if unable to be present at any meeting thereof, by executing a properly completed proxy and delivering the same to another member or an

alternate of the County Committee who shall then be empowered to vote the proxy of the member not present in person.

**ARTICLE II**  
**COUNTY CHAIRPERSON**

**SECTION 1.** The County Chairperson shall be a duly qualified resident Republican elector of the County of Schuylkill.

**SECTION 2.** The County Chairperson shall be elected biennially in each even numbered year by the County Committee in convention duly assembled by a majority vote of the members attending the convention. The County Chairperson shall hold office for a period of two (2) years.

**SECTION 3.** In the event of the death, removal, resignation, or incapacity of the County Chairperson, the Vice Chairperson, the Assistant Chairpersons, Treasurer or Secretary, a majority of the members of the Executive Committee shall elect a successor to fill said vacancy who shall serve until the next succeeding county convention.

**SECTION 4.** The County Chairperson shall preside at all meetings of the County Committee and the Executive Committee and shall be empowered to call a meeting of either group at any time in addition to the meetings which may be provided by these By-Laws.

**SECTION 5.** The County Chairperson shall have the power to appoint members and officers of all permanent and adhoc committees unless otherwise specified in these By-Laws.

**SECTION 6.** The County Chairperson shall conduct the affairs of the Party in accordance with these By-Laws and in accordance with any and all resolutions which may be passed by the County Committee or the Executive Committee.

**SECTION 7.** The County Chairperson is empowered to fill any vacancy occurring in any committee in accordance with these By-Laws.

**SECTION 8.** The County Chairperson with the advice and assistance of the Executive Committee, shall have the general supervision of political campaigns in Schuylkill County.

**SECTION 9.** The County Chairperson shall be an ex-official member of all committees of the County Committee.

**SECTION 10.** The County Chairperson shall approve of all bills, prior to the payment thereof. A majority of the membership of the Executive Committee may, however, authorize the payment of any bills of the County Committee or of any other committee established under these rules, if the County Chairperson should fail or refuse so to do.

**ARTICLE III**  
**COUNTY VICE CHAIRMAN**

**SECTION 1.** There shall be one County Vice-Chairperson who shall to a qualified Republican resident elector~, who shall be elected by the County Committee at the same time and in the same manner as the County Chairperson and other officers.

**SECTION 2.** The Vice-Chairperson shall assist and cooperate with the County Chairperson and Assistant County Chairpersons in all matters having to do with the welfare of the Republican Party. The Vice-Chairperson shall preside at any and all meetings of the County Committee or any other committee in the absence of the County Chairperson.

**ARTICLE IV**  
**ASSISTANT COUNTY CHAIRPERSONS**

**SECTION 1.** Four Assistant County Chairpersons shall be elected by the County Committee in convention duly assembled in each even numbered year by a majority of the members of the County Committee in the same manner as the Chairperson and shall hold office for a period of two (2) years.

**SECTION 2.** The Assistant County Chairpersons shall assist the County Chairperson and Vice-Chairperson at all times in the performance of their duties and shall preside at any and all meetings of the County Committee or of any other committees in the absence of the County Chairperson and the County Vice-Chairperson.

**ARTICLE V**  
**TREASURER**

**SECTION 1.** The Treasurer of the Schuylkill County Republican Committee shall be a resident Republican elector of the County of Schuylkill and shall be elected by the County Committee at the same time and in the same manner as the County Chairperson and shall serve a two (2) year term.

**SECTION 2.** The Treasurer shall have charge of all funds of the County Committee.

**SECTION 3.** The Treasurer shall keep a complete and accurate record of the finances of the County Committee which records shall be open to inspection by the County Chairperson and the Auditing Committee at all times.

**SECTION 4.** The Treasurer shall make a written financial report to the County Chairperson quarterly and to the County Executive Committee on or before the first day of February of each year.

**SECTION 5.** All bills which may be incurred by the County Committee or of any other committee or any other officers shall be paid by the

Treasurer after having first been properly approved by the County Chairperson or by the County Executive Committee.

**SECTION 6.** All checks issued by the Treasurer must be co-signed by the County Chairperson or by the Vice-Chairperson.

**SECTION 7.** At the conclusion of the term of office of the Treasurer, he/she shall make a written report to the County Chairperson and to the Auditing Committee of all of the financial transactions during his term of office and shall turn over to his/her successor all money, books and other papers of the County Committee then in his/her hands. Such report shall be delivered to the County Chairperson prior to the convening of the biennial County Convention.

**SECTION 8.** The County Chairperson may appoint an assistant Treasurer whose duties may be prescribed by the Executive Committee.

**SECTION 9.** The Treasurer shall be a member of the Finance Committee.

**ARTICLE VI**  
**SECRETARY**

**SECTION 1.** The Secretary of the Schuylkill County Republican Committee shall be elected by the County Committee at the same time and in the same manner as the County Chairperson. The Secretary shall be a qualified Republican resident elector of the County of Schuylkill.

**SECTION 2.** The term of office of the Secretary shall be for two (2) years and be concurrent with that of the County Chairperson.

**SECTION 3.** The Secretary shall attend all meetings of the County Committee and shall record all minutes in a minute book to be kept for that purpose.

**SECTION 4.** At the completion of the term of office of the Secretary, all books, records and other items shall be delivered to his/her successor.

**SECTION 5.** The County Chairperson may appoint one or more assistant secretaries as he may deem necessary for such terms and periods as he may decide.

**SECTION 6.** Any assistant secretary shall serve in the absence or inability of the Secretary at any regular meeting of any committee or convention of the Republican Party of Schuylkill County.

**ARTICLE VII**  
**DISTRICT LEADERS**

**SECTION 1.** There shall be three (3) District Leaders chosen from

each of the three (3) legislative districts in Schuylkill County.

**SECTION 2.** The District Leaders shall be elected by the committee people of their district no more than thirty days following the biennial convention.

**SECTION 3.** Meetings of the committee people of each legislative district shall be chaired by the County Chairperson or his/her designated representative. Nominees will be accepted from the floor and ballots cast either orally, by a show of hands, or in writing. The three (3) persons receiving the most votes will serve as District Leaders.

**SECTION 4.** A District Leader must be a qualified Republican elector residing in that given legislative district. The District Leader need not be a Republican Committeeperson.

**SECTION 5.** The District Leader shall serve as liaisons between the committee people and the Chairperson and Executive Committee. They shall serve as a member of the Executive Committee.

**SECTION 6.** Immediately following the election of the three District Leaders, the three persons elected will choose one of the three to serve as District Chairperson for a two-year term.

**ARTICLE VIII**  
**ADVISORY COMMITTEE**

**SECTION 1.** An Advisory Committee shall be appointed by the County Chairperson consisting of not less than ten (10) or more than twenty-five (25) members.

**SECTION 2.** The Advisory Committee will meet at the call of the County Chairperson to consult with and advise the Chairperson in all problems that arise.

**ARTICLE IX**  
**EXECUTIVE COMMITTEE**

**SECTION 1.** The County Chairperson shall, within sixty (60) days of the Biennial convention appoint an Executive Committee which shall consist of not more than one hundred thirty-five (135) qualified resident Republican electors of the County of Schuylkill.

**SECTION 2.** Membership of this committee shall consist of the following:

- a. Officers (Chairperson, Vice-Chairperson, 4 Assistant Chairpersons, Secretary and Treasurer).

- b. Elected Schuylkill County Delegates to the State Republican Committee.
- c. District Leaders (elected by the committee people of the respective three (3) legislative districts).
- d. Republican resident electors who are elected county officials, state representatives, or a state senator.
- e. Additional Republican resident electors appointed by the County Chairperson.

**SECTION 3.** Any Republican Candidate who has been nominated in the Primary Election for county or state office., and who is a registered elector of Schuylkill County, shall automatically become an ex-officio member of the Executive Committee.

**SECTION 4.** The Executive Committee shall assist the Chairperson in overseeing an efficient and effective Party organization by providing him/her with input and advise whenever possible.

**SECTION 5.** The Executive Committee shall fill such vacancies which may occur on a primary or general election ticket by virtue of the death or withdrawal of any candidate, by a majority vote of the members of the committee.

**SECTION 6.** It shall be a responsibility of the Executive Committee to provide input to the Republican elected and appointed county and state office holders. The Executive Committee shall review periodically the actions of the Republican office holders to assure that they are acting within the principles of the Republican party.

**SECTION 7.** A member of the Executive Committee, if unable to be present at any meeting thereof, shall be entitled to execute a properly completed proxy and deliver the same to another member of the Executive Committee who shall then be empowered to vote the proxy of the member not present in person.

**SECTION 8.** A Quorum for the transaction of business shall occur when a majority of the members of the Executive Committee is present.

**SECTION 9.** The Executive Committee shall meet to review any charges of neglect or malfeasance of office brought forth against any member of the Party organization. Such charges should be properly prepared by the Chairperson or special committee chosen by him/her to carry out this function. It shall be the responsibility of the Executive Committee to determine if dismissal or a lesser penalty is In order. Disciplinary action of any kind requires a vote of the absolute majority of the membership of the Executive Committee, however, proxy votes will not be considered.

**SECTION 10.** The Executive Committee shall meet at least twice annually. Special meetings may be called by the Chairperson or a minimum of 20% of the total membership of the Executive Committee. Members of the Executive Committee shall be informed of all meetings of the committee in writing at least seven (7) calendar days before the meeting.

**SECTION 11.** The following shall be standing committees of the Executive Committee; Finance (See Article X), Management & Budget (See Article XI), Auditing (See Article XII), Registration (See Article XIII), and Education (See Article XIV).

**SECTION 12.** All members of the Executive Committee appointed under Section 2e above shall serve at the pleasure of the Chairperson<sub>1</sub> and may be removed either with or without cause at the sole discretion of the County Chairperson.

**SECTION 13.** On the question of committee endorsement of a nominee or candidate for an office other than any of those to be nominated or elected on a county-wide basis, only those members of the Executive Committee who reside in the affected district, and the elected officers of the County Committee, shall be permitted to cast a vote.

**SECTION 14.** Any member of the Executive Committee appointed under Section 2e who does not attend 3 consecutive meetings of the Committee without a reasonable excuse agreed to by the County Chairperson automatically ceases to be a member of the Executive Committee.

**ARTICLE X**  
**FINANCE COMMITTEE**

**SECTION 1. A** Finance Committee shall be appointed by the County Chairperson.

**SECTION 2.** The Finance Committee shall be responsible for raising funds for Primary and General Election campaigns.

**ARTICLE XI**  
**MANAGEMENT & BUDGET**

**SECTION 1.** The Management & Budget Committee shall be appointed by the County Chairperson.

**SECTION 2.** The Management & Budget Committee shall annually prepare a budget for the Schuylkill County Republican Party. This proposed budget shall be submitted to the Executive Committee in January of each year for its approval.

**SECTION 3.** The Management & Budget Committee shall periodically review income and expenses of the Party and recommend to the Executive Committee any proposals to make the Party organization function in the smoothest and most efficient manner possible.

**ARTICLE XII**

**THE AUDITING COMMITTEE**

**SECTION 1.** The County Chairperson shall appoint an Auditing Committee consisting of three (3) members of the County Committee, who shall serve for two (2) years.

**SECTION 2.** The Auditing Committee will meet and audit the books of the County Treasurer and of any other committee in January of each year and make a report thereon to the County Chairperson and to the Finance Committee.

**SECTION 3** The Auditing Committee shall meet when called upon by the County Chairperson or the Executive Committee to conduct a special audit of any given account.

**ARTICLE XIII**

**REGISTRATION COMMITTEE**

**SECTION 1.** The Registration Committee shall be appointed by the County Chairperson.

**SECTION 2.** The Registration Committee shall be responsible for increasing Republican voter registration in Schuylkill County.

**SECTION 3.** At least one time annually the Registration Committee shall conduct a general registration drive to organize the County Committee people to solicit Republican registration.

**ARTICLE XIV**

**EDUCATION COMMITTEE**

**SECTION 1.** The Education Committee shall be appointed by the County Chairperson.

**SECTION 2.** The Education Committee shall be responsible to assure that all new Republican Committee people are informed of their responsibilities as a member of the County Committee. This Committee shall also provide information to existing committee people to do their jobs more effectively.

**ARTICLE XV**

**POLICY AND REVIEW COMMITTEE**

**SECTION 1.** A Policy and Review Committee shall be appointed by the County Chairperson.

**SECTION 2.** This Committee shall meet at least once each year with all officers of the County Committee and all county and State Republican elected official residing in Schuylkill County.

**SECTION 3.** The Committee's primary purpose shall be to review the party's policies~ and recent election results and to make recommendations to the party's leadership and elected officials.

**ARTICLE XVI**  
**QUORUM M~D RULES OF ORDER**

**SECTION 1.** All meetings of any committee provided for by these rules shall be duly constituted for the purpose of transacting business if a majority of the members thereof are present in person.

**SECTION 2.** Roberts Rules of Order shall be followed at all meetings.

**ARTICLE XVII**  
**ORDER OF BUSINESS**

**SECTION 1.** The order of business at all biennial conventions of the County Committee shall be as follows:

- Roll Call
- Reading of Official Roll
- Appointment of Resolutions Committee
- Election of Temporary Chairperson
- Election of Temporary Secretary
- Election of Permanent Chairperson
- Election of County Vice Chairperson[s]
- Election of Assistant County Chairpersons
- Election of Secretary
- Election of Treasurer
- Report of Resolution Committee
- Unfinished Business
- New Business
- Adjournment

**SECTION 2.** The manner and method Of voting for officers of the Schuylkill County Republican Committee shall be determined by the members of the Committee at each biennial convention.

**ARTICLE XVIII**  
**LOCAL ORGANIZATION**

**SECTION 1.** The County Committee may only recognize one local Republican Committee to serve each municipality, or by majority vote of the county committee members elected in the affected municipalities, a combination of bordering municipalities.

**SECTION 2.** In the case of more that one local Republican organization, the County Committee may only recognize that organization which

has the support of a majority of the county committee members elected in the municipality or municipalities.

**SECTION 3.** In the absence of written by-laws to the contrary adopted by a local Republican organization recognized by the county committee, the only individual who may be recognized by the County Committee as the Republican leader of a municipality or combination of bordering municipalities must be elected by the county committee members of the said municipality or municipalities.

**ARTICLE XIX**  
**AMENDMENTS**

**SECTION 1.** These By-Laws may be amended, modified or altered at any regular biennial convention of the County Committee or at a special convention. Provided, however, if at a special convention, written notice of the proposed amendment, modification or alteration is given in the call for the convention. These By-Laws may be amended at a regular biennial convention without prior written notice.