

## **Bylaws of the 99th Legislative District Republican Committee**

### **Article I: Name**

The name of this organization shall be “99<sup>th</sup> Legislative District Republican Committee of Virginia,” hereinafter called the “Legislative District Committee” or “the Committee .”

### **Article 2 – Organization**

1. The 99<sup>th</sup> Legislative District Republican Committee is organized under and governed by the “Plan of Organization of the Republican Party of Virginia.” No action of the 99<sup>th</sup> Legislative District Republican Committee shall conflict with the Republican State Party Plan, as amended from time to time, and to the extent that there is such conflict, the provisions of the State Party Plan shall prevail.

2. All 99<sup>th</sup> Legislative District Republican Committee meetings and actions shall, to the extent applicable, be governed by and in accordance with:

- (1) State law
- (2) State Party Plan
- (3) These Bylaws
- (4) Robert’s Rules of Order (the then current edition)

### **Article 3 – Objectives**

The purposes of the 99<sup>th</sup> Legislative District Republican Committee are to promulgate and promote the principles of the Republican Party, to nominate and elect a qualified candidate to represent the people of the district, and, when appropriate, to assist the Republican member of the House of Delegates in the execution of his duties.

### **Article 4 – Membership and Voting Rights**

#### **1. Membership**

The membership of the 99<sup>th</sup> Legislative District Republican Committee consists of the Chairs of each Republican unit wholly or partially within the Legislative District, in accord with the provisions of the State Party Plan, Article V (Legislative District Committees).

#### **2. Divided Units**

When a unit is divided between two (2) or more Legislative Districts, the Chairman of such Unit Committee shall serve as a member of the Committee encompassing his residence. If the Unit Chairman does not reside in the Legislative District, then he shall designate a person residing in the part of the Unit located in the Legislative District to

serve at the pleasure of the Unit Chairman as a member of the Committee according to the provisions of the State Party Plan Article VI, Section E (Divided Units).

### 3. Voting Strength

It is the duty of the Committee's members to approve the method of nomination for a candidate for the Legislative District election. The committee makes its decision by majority vote. The vote of the Unit Chairs (or the Unit's representative) shall be weighted in proportion to the Republican Party Voting Strength of their units within the Legislative District. The numerical vote of each unit shall be determined, as defined in the State Party Plan, and as calculated by the Republican Party of Virginia's staff following a Presidential or Gubernatorial election.

### 4. Nomination Arrangements

If the incumbent Delegate is a Republican, and has previously been nominated by a primary, he/she has the right to choose a primary as the method of nomination. If not, the Committee selects Mass Meeting, Party Canvass, Convention, or Primary as the method of nomination. It directs the Chairman to implement the decision, by arranging the time and the place, and if a Convention, the basis of representation.

## **Article 5 – Officers-Election**

### 1. Chairman

The Committee shall elect a Chairman at the December meeting in the year immediately preceding a year in which election for the House of Delegates is scheduled. In accordance with the provisions in the State Party Plan, the Chairman shall serve for two years, or until his respective successor is elected. The Chairman may or may not be one of the Unit Chairmen, but shall not otherwise be entitled to vote solely by virtue of holding said office. The Chairman shall have a voice in all committee discussions.

### 2. Other Officers

At the same December meeting at which the Chairman is elected, the Committee shall elect a Vice Chairman, a Secretary and a Treasurer.

All officers shall serve for two years or until their respective successors are elected.

Officers may be one of the Unit Chairs, but shall not otherwise be entitled to vote on the Committee solely by virtue of holding the office.

### 3. Vacancies

Any vacancies in the ranks of officers prior to the expiration date of their terms shall be filled by the Committee for the remaining unexpired portion of the term at a meeting duly called by the Chairman with notice of such election included in the Call.

#### 4. Removal

An officer may be removed for cause, neglect of duty or malfeasance, by a vote of two-thirds of the Committee, after the officer is furnished with written notice, 30 days in advance of the meeting at which removal will be sought.

### **Article 6 – Officer Duties**

#### 1. The Chairman

The Chairman shall be responsible for the general execution and implementation of the programs and policies of the Legislative District Committee, commensurate with achieving the objectives of the State Party Plan and these Bylaws. In addition, the Chairman shall:

(1) Issue Calls for Legislative District Mass Meetings, Party Canvasses or Conventions and shall preside until a temporary organization is effected, in accordance with the State Party Plan, Article VIII, Section A.

(2) Convene the Committee as required and preside over the meetings.

(3) Send written notice of the Call to members of the Committee.

(4) Be responsible for providing a prescribed time and place for filing such declaration of candidacy and petitions of a candidate in any primary election as may be required by state law.

#### 2. The Vice Chairman

The Vice Chairman shall serve in the absence of the Legislative District Chairman, and assist the Chairman as he/she may direct.

#### 3. Secretary

The Secretary shall keep the minutes and other official records of the Committee, keep attendance records, and shall assist the chairman with official correspondence and the filing of legally required documents.

#### 4. The Treasurer

The Treasurer shall receive and disburse all funds, and shall submit a written report of financial transactions and a balance sheet at each committee meeting. He shall also issue notices of assessments of dues to units, when dues are required.

#### 5. Bank Account

The Chairman, Secretary and Treasurer are authorized to open a bank account in the name of the 99th Legislative District Republican Committee, and make deposits to and withdrawals from such account in accordance with these Bylaws. The Chairman and either the Secretary, or the Treasurer shall have individual signing authority on the account.

## 6. Records

The financial records shall be open to inspection by any member of the Committee at reasonable times, upon reasonable notice.

## 7. Audit

In fiscal years in which the Committee collects or disburses \$1,000 or more, an audit of the financial records of the Committee shall be performed by a qualified person, appointed by the Chairman.

## **Article 7 – Temporary Committees**

The Legislative District Committee, when establishing temporary committees, may specify members of those temporary committees. The members may come from the Committee itself or be drawn from members in good standing in one of the units within the legislative district.”

The Chairman may also establish temporary committees, and appoint the members of those committees.

Such temporary committees shall meet at a time and place established by their members.

## **Article 8 – General**

### 1. Meetings

The 99<sup>th</sup> Legislative District Committee shall meet at the call of the Legislative District Chairman or upon petition by a majority (weighted by the Republican Party voting strength of each unit) of the members of the Legislative District Committee. Meeting dates and location shall be determined by the Chairman, after consultation with the members of the Committee by means of a poll. Meetings may be conducted electronically and/or by Conference Call.

Generally the Committee should meet once each quarter, unless the Chairman determines, after consultation with the members, that a meeting is not feasible. Notwithstanding the previous requirement, the Committee shall meet at least once annually, and as many times beyond that as the Committee deems necessary. .

## 2. Notice

Meetings of the Legislative District Committee shall be held in accordance with the Party Plan, upon seven (7) days written notice, with agenda enclosed when possible, to the unit chairs as recorded on the official membership list. Notices may be by electronic transmission or by U.S. Mail or by both means.

## 3. Quorum

A quorum for the transaction of the Committee's business shall consist of a Majority, with members present in person or by proxy.

## 4. Proxies

A member of the Committee may be represented in a meeting by a proxy, subject to conditions listed in the State Party Plan. The person carrying the proxy must be a registered voter in the 99<sup>th</sup> District and from the same unit as that represented by the Committee member. All proxies shall be in writing, signed, dated and witnessed, and be submitted on a form supplied by the Secretary. (See attachment s)

## 5. Dues

Dues in proportion to the voting strength of each unit may be assessed by a majority vote of the Committee.

## 6. Public Meetings

All Committee meetings shall be held in a building appropriate for public use and shall be open to the public.

## **Article 9 – Nomination Methods**

### 1. Call Requirements

Calls for Mass Meetings, Party Canvasses, and Conventions are to be issued in accordance with requirements listed in the State Party Plan. (Article VI II, Section A)

### 2. Rules

All Mass Meetings, Party Canvasses, and Conventions shall, to the extent practicable, be governed by and conducted in accordance with the State Party Plan, rules adopted by the Committee and otherwise in accordance with Roberts Rules of Order (the then current edition.)

### 3. Primaries, Mass Meetings, Party Canvasses and Conventions

When the Committee has voted for a primary, or when the incumbent Republican has chosen a primary as a method of nomination, the Chairman shall notify the State Board of Elections in a timely manner. The decision to hold a primary should be communicated to the public through the local media. If the Committee votes for a Mass Meeting, a Party Canvass or a Convention as a method of nomination, this decision shall also be communicated to the public through the local media. Appeals and Contests

#### 4. Appeals

Any appeals or contests arising from actions of the 99<sup>th</sup> Legislative District Committee not resolved by the Committee itself, must be resolved according to the rules set down in the Republican State Party Plan (Article X).

### **Article 10 -- Adoption**

These Bylaws shall become effective at the end of the meeting at which they are adopted. Adoption shall require that (1) notice of the intent to adopt and a copy of the general text of the Bylaws be included in the Call for the meeting at which the vote was taken, and (2) they be approved by  $\frac{3}{4}$  (three-fourths) vote of the members of the Committee present at the meeting, but not less than a majority of the total members.

### **Article 11 – Amendments**

These Bylaws may be amended by a  $\frac{2}{3}$  (two-thirds) vote of the members of the Legislative District Committee present and voting at any meeting, provided notice of the proposed amendment, including its text, is included in the Call to the meeting. Amendments shall become effective immediately upon their adoption.

**Attachments:** Attached to these Bylaws and incorporated in them by reference are the following:

1. *The Republican Party of Virginia State Party Plan* including revisions that become effective during the life of these Bylaws.
2. *The Virginia Republican Creed*
3. A copy of the official Proxy Form

*Official Proxy Form*

Know all men by these presents that I \_\_\_\_\_,

of \_\_\_\_\_ do hereby constitute and appoint \_\_\_\_\_, my true and lawful attorney, to vote as my proxy (with all power of substitution) at a meeting of the 99<sup>th</sup> Legislative District Republican Committee on the \_\_\_\_ day of \_\_\_\_\_, or at any adjourned meeting thereof and for me and in my name, place and stead to vote upon any questions that properly may come before such meeting, with all the power I should possess if personally present, hereby revoking all previous proxies.

In witness whereof, I have hereunto set my hand and affixed my seal, this \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_(Seal)

(signature)

Witness \_\_\_\_\_(Seal)

(as revised, Dec. 18, 2006)