

BYLAWS

OF THE

CHESAPEAKE CITY COMMITTEE OF THE REPUBLICAN PARTY OF VIRGINIA

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Article I: -- Name

The name of this organization shall be “Chesapeake City Committee of the Republican Party of Virginia” (sometimes referred to herein as the “Republican Party of Chesapeake,” “Chesapeake City Committee,” or “City Committee.”)

Article II: -- Organization

The City Committee is organized under and governed by the “Plan of Organization of the Republican Party of Virginia (sometimes referred to herein as the “Plan of Organization”). No action of the City Committee nor provision of these Bylaws shall conflict with the Plan of Organization, as amended from time to time. To the extent that there shall be a conflict between these Bylaws and the Plan of Organization, the provisions of the Plan of Organization shall prevail. During such times when the City Committee is incorporated in the Commonwealth of Virginia, it may also referred to as the Republican Party of Chesapeake, Inc. (RPC, Inc.); provided, however, that such corporate status shall in no way modify its status as an Official Committee established under said Plan of Organization. RPC, Inc. shall adopt no resolution or bylaws nor take any other action which is inconsistent with the provisions of these Bylaws of the Chesapeake City Committee. The members of the Executive Committee of the City Committee, as defined hereinafter, shall serve as the Board of Directors of RPC, Inc., and the Chairman of the City Committee shall serve as President of RPC, Inc.

Article III: -- Objectives

- The objectives of the Chesapeake City Committee are:
- to promote and promulgate the principles of the Republican Party;
- to encourage qualified candidates to run for public office;
- to elect Republican nominated or endorsed candidates to public office;
- to assist the citizens of the districts served by the Chesapeake City Committee;
- to assist elected Republican officials in the execution of their responsibilities;
- to be the administrative head of the Republican Party in the City of Chesapeake, Virginia.

Article IV: -- Membership

SECTION A: Qualifications

1. All legal and qualified voters, regardless of race, religion, color, national origin, or sex, who reside in the City of Chesapeake, who are in

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accord with the principles of the Republican Party, and who, if requested, express in open meeting, either orally or in writing, their intent to support all Republican nominees for public office in the ensuing election, may participate as members of the Republican Party of Chesapeake in its mass meetings, party canvasses, conventions, or primaries, encompassing their respective election districts, and are eligible for membership in the Chesapeake City Committee. All Members shall meet all qualifications as set forth in Article I Section A of the Plan of Organization, including any amendments that may be made from time to time.

2. A person who has made application for registration and meets all other requirements of Section A, Paragraph 1, but whose name does not appear on the local registration books solely because of the books having been closed in connection with a local election, will nevertheless be deemed a legal and qualified voter.

SECTION B: Dues

Each member of the City Committee shall be required to pay annual dues.

1. Annual dues of thirty dollars (\$30.00) are due and payable before April 1st of each year. Annual dues for full time students will be ten dollars (\$10.00).
2. This membership dues amount may be changed by a majority vote of the members present and voting at any duly called business meeting.
3. Members who do not pay dues by April 1st of each year will lose voting privileges. Dues for members who join subsequent to September 30th of a calendar year shall be one half of the regular annual dues until the following March 31st.

SECTION C: Composition

The City Committee shall consist of:

1. A Chairman.
2. Precinct Membership - There shall be not less than one member of the City Committee from each voting precinct, if practicable, with the exact number of members for each precinct to be determined on the basis of the combined Republican votes cast in the last preceding Presidential and Gubernatorial elections according to the following formula: one City Committee member for each two hundred fifty votes or major factor thereof (rounded up).
3. At-large Membership - The City Committee may elect additional members at-large, who shall not exceed in number thirty percent (30%) of the membership of the City Committee.

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4. Ex-officio Membership - All publicly elected officials in the City of Chesapeake nominated or endorsed by the City Committee shall be additional members of the City Committee. Elected officials shall not be considered at-large members and shall be non-voting unless they pay annual dues.

5. Until the membership of the City Committee reaches the maximum numbers as authorized in Section C, Paragraphs 2 and 3 above, vacancies shall be deemed to exist and may be filled as provided In Section D, Paragraph 2 below.

SECTION D: Election

1. The members of the City Committee shall be elected at the biennial city mass meeting, party canvass, convention or primary called for the purpose of electing a City Committee Chairman and delegates to the Biennial Republican District Convention(s) in the Congressional District(s) of Virginia in which the City of Chesapeake is located (unless said District convention(s) are cancelled). They shall hold office until the next biennial city mass meeting, party canvass, convention or primary, or until successors are selected unless removed sooner.

2. Vacancies as determined in Section C, Paragraph 5, may be filled at any regular meeting of the City Committee upon the completion of a current application and upon the recommendation of the membership vice- chairman. Prospective members must be present at said meeting in order to be elected. They shall hold office until the next biennial city mass meeting, party canvass, convention or primary called for the purpose of electing delegates to the Biennial Republican District Convention(s) or until successors are selected, unless removed sooner.

SECTION E: Removal

1. Any member shall lose his status as a voting member of the City Committee if he fails to pay dues by March 31st of each calendar year. The treasurer will annotate on monthly sign in sheets as "nonvoting". Such member will return to a voting member status in the next scheduled meeting after delinquent dues are paid.

2. Any member who fails to attend, either in person or by proxy, three consecutive duly called meetings will be placed in nonvoting status. The Recording Secretary shall notify in writing such member of their failure to comply based upon the monthly signed attendance sheets. Voting rights will be restored at the second consecutive duly called meeting attended.

3. Any member shall be deemed to have resigned from the City Committee who does one or more of the following for a candidate who is an opponent of any Republican Party nominee in any General or Special Election:

- a) makes a reportable contribution to said candidate,

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- b) allows his name to be publicly used to support said candidate,
- c) makes a written or verbal statement in support of said candidate.
- d) Becomes an officer in any other political party. "Political party" means a formal organization which nominates candidates for public office.

4. The Chairman, any officer, or member of the City Committee may be removed from office by a two-thirds vote of the City Committee membership, present and voting. However, such person shall be given thirty days notice in writing, signed by not less than one-third of the membership of the City Committee, that such removal will be sought and the grounds upon which such action is based. Such person shall be given reasonable opportunity to appear and respond to the allegations.

Article V: -- Officers

SECTION A: General

The officers of the City Committee shall be a Chairman, elected for a term of two years at the mass meeting, party canvass, convention or primary, and the following officers who shall be elected by the City Committee membership, also for a term of two years or until their successors are elected, at the first meeting of the City Committee following the election of the Chairman and members of the City Committee:

- 1. Vice Chairman - Precinct Organization;
- 2. Vice Chairman - Programs;
- 3. Vice Chairman - Membership;
- 4. Recording Secretary;
- 5. Corresponding Secretary;
- 6. Treasurer.

SECTION B: Vacancies

- 1. In the event of death, resignation, removal, or inability to act of the City Committee Chairman, the Executive Committee shall call a special meeting of the City Committee to be held within thirty days for the purpose of electing a new City Committee Chairman to fill the un-expired term.
- 2. Officers, except the Chairman, may be elected to fill any vacancy at any regularly called meeting of the City Committee provided that notice to fill such vacancy shall be given with the call for the meeting.

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SECTION C: Duties of Officers

1. Chairman

- a) Shall act as the official spokesman for the Republican Party of Chesapeake;
- b) Shall be responsible for the general execution and implementation of the programs and policies of the City Committee, commensurate with achieving the goals of the RPV Plan of Organization;
- c) Shall issue calls for unit mass meetings, party canvasses, or conventions, and shall preside over such until a temporary organization has been put into effect;
- d) Shall convene the City Committee regularly, but in no event less than once during a three month period and shall preside at the meetings of the City Committee;
- e) Shall be responsible for sending a notice by e-mail or regular mail of the Official Call for City Committee meetings call, including the agenda for the meetings, for City Committee meetings to all members of the City Committee. Said notice shall include the agenda for the meeting;
- f) Shall be responsible for providing a prescribed time and place for filing such declaration of candidacy and petitions as may be required by state law of a candidate in any primary election. This shall be supervised by the Unit Chairman or a designated representative.
- g) Shall represent the City Committee on the Republican Congressional District Committee for the Congressional District in which he resides;
- h) When the City is split between two Congressional Districts, shall appoint a representative, who shall be a City Committee member in good standing, to the Republican District Committee in which he does not reside
- i) Shall appoint a Parliamentarian of the City Committee;
- j) Shall appoint all temporary and special committees;
- k) Shall order an annual audit of the financial records;
- l) Shall serve as an ex-officio nonvoting member of all standing committees of the City Committee, except when nominations for Unit Committee Chairman are to be considered and;
- m) Shall appoint one of the Vice-Chairmen to conduct monthly meetings in his absence.

2. Vice Chairman - Precinct Organization

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- a) Shall serve as Chairman of the Precinct Organization Committee;
 - b) Shall appoint a captain for each precinct and see that they are properly trained, instructed, and supplied;
 - c) Shall appoint area coordinators, as needed;
 - d) Shall maintain a current roster of precinct workers available to serve during elections and in other functions of the Republican Party of Chesapeake.
3. Vice Chairman - Programs
- a) Shall be in charge of programs, and other special events as assigned by the Executive Committee;
 - b) Shall serve on the Public Relations Committee.
4. Vice Chairman - Membership
- a) Shall perform such functions as shall be assigned by the Executive Committee;
 - b) Shall serve as the Chairman of the Membership Committee;
 - c) Shall accept applications from prospective members, and submit those qualifying, to the City Committee for approval and acceptance;
 - d) Shall keep a list of membership by their voting precinct, determine conformance with Article IV, Section C, Paragraph 2, and furnish such information to the Executive Committee when needed.
5. Recording Secretary
- a) Shall take minutes of all meetings of the City Committee and of the Executive Committee and keep them in his custody in a recorded minute book to be transferred to successive Recording Secretaries of the City Committee for archival purposes;
 - b) Shall have available for reference, at all meetings, current copies of the City Committee Bylaws and the Plan of Organization;
 - c) In the event of the death, resignation, removal from office, or inability to act, of the Chairman, shall, within ten (10) days, call a meeting of the Executive Committee for the purpose of setting a date for a special meeting of the City Committee to elect a new Chairman. This meeting is to be scheduled within thirty (30) days from the Executive Committee Meeting.
 - d) Shall notify in writing those members who have been assigned a nonvoting status in accordance with Article IV , Section E , Paragraph 2;

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- e) Shall deliver all official records to his successor within twenty days of the expiration of his term.
- 6. Corresponding Secretary
 - a) Shall prepare correspondence as directed by the Chairman or Executive Committee;
 - b) Shall send all meeting notices to all members at the direction of the Chairman, Executive Committee, or upon petition of one-third of the members of the City Committee;
 - c) Shall keep on file all communications received and copies of all communications sent;
 - d) Shall keep an up to date list of the names and addresses of all members of the City Committee (as furnished by the Treasurer) and shall provide any member of the City Committee with a copy when requested;
 - e) Shall deliver all official records to his (or her) successor within twenty days of the expiration of his or her term;
 - f) Shall serve as a member of the Public Relations Committee.
- 7. Treasurer
 - a) Shall be responsible for the safekeeping and disbursement of all City Committee funds;
 - b) Shall be authorized to disburse funds under the following conditions:
 - (1) In accordance with an annual budget approved by the City Committee at a regularly called meeting, provided funds are kept on hand to meet priority obligations as established by such budget;
 - (2) By authority of the Executive Committee not to exceed \$500.00;
 - (3) By authority of the Chairman or any two Vice-chairmen not to exceed \$200.00;
 - (4) As directed by majority vote of the City Committee.
 - c) Shall maintain a bank account in the name of the Republican Party of Chesapeake, and shall have the authority to make deposits and withdrawals from such account as directed herein;
 - d) Shall present at each City Committee meeting a report covering the period from the previous report through the month ended prior to said meeting;
 - e) Shall keep proper records, which are to be open to inspection by any member of the City Committee at reasonable

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times and upon reasonable notice and shall provide records to the Auditing Committee for annual audit;

- f) Shall deliver all official records in his possession to his successor within twenty days of the expiration of his or her term;
- g) g. Shall serve as a member of the Finance Committee;
- h) Shall keep an up to date roster of voting and nonvoting members.

Article VI: -- Meetings

SECTION A: General

- 1. The City Committee shall schedule monthly meetings.
- 2. The Chairman may, with the concurrence of two officers of the Executive Committee, cancel a regularly scheduled meeting of the City Committee, but in no case will more than two consecutive meetings be canceled.
- 3. The City Committee shall formally adopt the operating budget at its regularly scheduled January meeting.

SECTION B: Notice

All members of the City Committee shall be given seven days written notice, along with the agenda, of all scheduled meetings. The official current membership list as stated in Article V, Section C, 7, Paragraph h will be used by the Corresponding Secretary as a source for all notices. Email shall be the means of giving said written notice, except for those members who have expressed in writing their preference that notices be sent via the U. S. Postal Service.

SECTION C: Proxies

A member of the City Committee may be represented at a City Committee meeting by a proxy, subject to the following conditions:

- 1. No member may cast more than one vote at any meeting which he attends.
- 2. Any person who acts as proxy for another must meet the qualification for membership in the City Committee as stated in Article IV, Section A, Paragraph 1 of these Bylaws.
- ~~3.~~ All proxies shall be the original in writing, signed by the maker, substantially in the form shown below. Copies and/or alterations are not acceptable

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I, (name of City Committee member) of (address) do hereby appoint (name of proxy) of (address) my attorney-in-fact, to vote as my proxy at a meeting of the City Committee of the Republican Party of Chesapeake, Virginia to be held on the (day, month and year) or at any adjournment thereof, upon any question that may come before the meeting, with all the power I should possess if personally present.

Signed this _____ day of _____, 20 _____

Signature _____

Witness _____ Address _____

4. Any proxy may be withdrawn by the Committee member giving the proxy at any time prior to its exercise.

SECTION D: Voting by Ballot

At any election when there is more than one candidate for a City Committee office the vote shall be taken by paper ballot accomplished by a check off of each eligible voting member as he comes forward to cast his vote.

SECTION E: Quorum

Thirty percent (30%) of the voting members of the City Committee shall constitute a quorum for the transaction of business. Any action taken without a quorum shall be deemed valid in the absence of a quorum call.

Article VII: -- Executive Committee

SECTION A: Membership

The Executive Committee shall consist of the following, who shall be members of the Chesapeake City Committee.:

1. Voting members:
 - a) City Committee Chairman
 - b) Vice Chairman - Precinct Organization
 - c) Vice Chairman - Programs
 - d) Vice Chairman - Membership
 - e) Recording Secretary
 - f) Corresponding Secretary
 - g) Treasurer
 - h) Immediate Past Chairman

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SECTION B: Duties

The Executive Committee shall carry on the business of the City Committee in conformity with the policies and programs of the Republican Party of Virginia. It shall have the general power to administer the affairs of the City Committee between business meetings and shall report its actions to the City Committee.

SECTION C: Voting

A majority of the voting members of the Executive Committee shall constitute a quorum for the transaction of business.

SECTION D: Meetings

Meetings of the Executive Committee will be held as needed, upon the call of the Chairman or of four voting members of the Executive Committee.

Article VIII: -- Committees

SECTION A: General

1. Terms of Standing Committee members shall run concurrently with that of the City Committee Chairman. In the event that the Chairman vacates his or her office prior to the expiration of the normal term, then the terms of Standing Committee members shall automatically expire.
2. The term of any member of a Standing Committee excluding Executive Committee members may be terminated at the discretion of the Unit Chairman as exercised at any regularly scheduled City Committee Meeting.
3. There shall be the following Standing Committees. The Chairman and members shall be appointed by the Unit Chairman as soon as practical after his election with consultation with the Executive Committee.
 - a) Membership
 - b) Finance
 - c) Public Relations
 - d) Candidate Recruitment
 - e) Precinct Organization
 - f) Auditing
4. Additional special committees may be appointed as deemed advisable by the Unit Chairman or the Executive Committee.
5. The Unit Chairman shall be an ex-officio nonvoting member of all standing and special committees and shall fill any vacancy as it occurs.

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6. A majority of the members of each Standing or Special Committee shall constitute a quorum authorized to transact business.

SECTION B: Membership Committee

1. Shall consist of the Vice Chairman - Membership, as Chairman and at least four other members of the City Committee;
2. Shall recruit new member to the Republican City Committee;
3. Shall prepare and distribute pre-filing forms and receive and process applications submitted thereon prior to the deadline set by the City Committee for election as:
 - a) Delegate to city, district and state conventions
 - b) Candidate for election to public office

SECTION C: Finance Committee

1. Shall consist of the Treasurer and at least four other members of the City Committee;
2. Shall formulate plans to raise funds:
 - a) For the operation of the City Committee;
 - b) For the conduct of general election campaigns falling under the jurisdiction of the City Committee;
 - c) Shall be responsible for soliciting donations for special fund raising efforts, when needed, and sending annual reminders if pledges are made for continuing contributions;
3. Shall coordinate fund-raising efforts with the District Committee and State Central Committee when applicable;
4. Shall prepare and submit a proposed operating budget to the City Committee at the regular January meeting.

SECTION D: Public Relations Committee

1. Shall consist of the Vice-Chair - Programs, Corresponding Secretary, and at least three (3) other members of the City Committee;
2. Shall work to enhance the image of the Republican Party through:
 - a) Voter education;
 - b) Dissemination of information about Party policies and activities;
 - c) Publicity efforts in support of Republican candidates (in coordination with Republican candidates, campaign committees, and managers).

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3. Shall sponsor programs designed to make Republican Party philosophy and goals available to all citizens in an effort to stimulate the growth of the Party and as a result bring forward more potential Republican candidates for office.

SECTION E: Candidate Recruitment Committee

1. Shall consist of at least six members of the City Committee;
2. Shall seek out qualified persons to run for public office in those elections falling under the jurisdiction and/or concern of the Republican Party of Chesapeake and make recommendations to the City Committee when applicable.

SECTION F: Precinct Organization Committee

1. Shall consist of the Vice Chairman - Political Organization, as Chairman, and at least four (4) other City Committee members;
2. Shall establish and maintain a Citywide Volunteer Base and a system of tracking and communicating with participants;
3. Shall, from the Volunteer Base, assign and deploy the necessary workers in support of campaigns and election day operations. Such workers shall include some or all of the following additional activities, depending on the operational plan for each election:
 - a) Poll workers distributing guide ballots at polling places;
 - b) Supporting poll workers (runners, etc.);
 - c) Observers monitoring the election from inside the polling places;
 - d) Placing and removal of signs;
 - e) Participating in literature drops, door-knocking and other voter contacts;
 - f) Hosting or assisting with candidate meet-and-greet events in homes;
 - g) Assisting with staffing of the City Committee's office.
4. Shall promote the establishment of precinct-level leadership and activities on a year-round basis, not just before and during elections.

SECTION G: Auditing Committee

1. Shall consist of at least two members;
2. Shall audit books annually for the prior year. The results are to be submitted to the City Committee, with a copy to the Treasurer, along with any irregularities or suggestions for improvement, to assure that monies are properly protected.

Article IX: -- General Provisions

SECTION A: Nomination of Candidates

1. When a mass meeting, convention, or primary called for the purpose of nominating a candidate or candidates for local office fails to nominate such candidate or candidates, the City Committee is hereby empowered to nominate such candidates by a majority vote of the established quorum of the City Committee.
2. The City Committee shall have the authority to endorse candidates for local office in nonpartisan contests.
3. The City Committee shall not endorse any candidate for local office in nonpartisan contests unless said candidate is a member in good standing of said City Committee.

SECTION B: Delegates to District and State Conventions

All delegates and alternate delegates to conventions from the Republican Party of the City of Chesapeake shall be certified and shall cast their votes under the full-vote or non-full vote rule as directed by the mass meeting.

1. "Full vote" means the delegates present and voting at the Convention may cast the full vote of the delegation with proportionate weight given to majority and minority vote.
2. "Non-full vote" means that each delegate will only be entitled to the vote for which he is certified.

SECTION C: Standing Rules

1. Standing Rules may, from time to time, be adopted or amended by the City Committee, separate and apart from these Bylaws.
2. City Committee action on the Standing Rules shall require a simple majority vote and may take place at any regularly-called meeting of the City Committee, without advance notice of said action or publication of proposed changes to the Standing Rules.
3. The City Committee may suspend any of the Standing Rules by a 2/3 majority vote
4. No standing rule shall be adopted or modified so as to be in conflict with these Bylaws or the Plan of Organization. In the event of any such conflict, the Bylaws shall govern.

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Article X: -- Construction

The use of nouns and pronouns within these Bylaws shall be construed to denote either gender.

Article XI: -- Amendments

These Bylaws may be amended by a two-thirds vote of those members of the City Committee who are present and voting at a duly called meeting. A copy of proposed amendments must be posted to the official City Committee web site for twenty days before such duly called meeting. Upon request, a copy of proposed amendments will be furnished to those who do not have access to a computer.