

# CONSTITUTION AND BYLAWS OF THE CALVERT COUNTY REPUBLICAN CENTRAL COMMITTEE

Adopted December 8, 2022

## ARTICLE I - NAME

The name of this organization shall be the Calvert County Republican Central Committee (herein referred to as the "Committee").

## ARTICLE II - PURPOSE

The Purposes of the Committee are to be the governing body of and the official spokesman for the Republican Party in Calvert County, Maryland (herein referred to as the "Party"); to cooperate with the Republican State Central Committee for the State of Maryland and with the Republican National Committee; to establish and operate an effective Republican political organization for Calvert County; to seek to register new voters as Republicans and to encourage those already registered otherwise to change their registration to the Republican Party; to secure the election of all duly nominated Republican candidates; to fill vacancies in, and in nominations for public office; to coordinate and assist Republican activities in Calvert County; to periodically submit to the Governor the names of proposed members of the Board of Supervisors of Elections of Calvert County; to engage in fund raising to support the activities enumerated above; to promote the principles, objectives, and platform of the Republican Party; and to engage in such other activities as are reasonably necessary and proper to accomplish the foregoing purposes.

## ARTICLE III - MEMBERSHIP

**SECTION 1. MEMBERSHIP:** The membership of the Committee shall be regulated in accordance with the appropriate sections of Article 33 of the Annotated Code of Maryland and Article V of the Constitution of the Republican Party of the State of Maryland. All persons elected to the Republican State Central Committee for the State of Maryland who reside in Calvert County shall be "ex officio" members of the Committee.

Membership of the Committee shall be set at nine members, elected at large.

**SECTION 2. QUALIFICATIONS:** Each member of the Committee shall be a bona fide resident of and registered voter in Calvert County. Each member of this Committee shall have declared such member's party affiliation to be "Republican" when registering to vote in partisan elections under Maryland law and under the law of any and all local jurisdictions and shall maintain such Republican registration throughout such member's term of office.

**SECTION 3. TERM OF OFFICE:** The term of office of members of the Committee shall be as provided in Article 33 of the Annotated Code of Maryland.

**SECTION 4. RESIGNATIONS:** Any member of the Committee may resign for any reason at any time provided that such member provides written notification to the Chairman of the Committee of such member's intent to resign and the effective date of such resignation. In the event that no effective date is specified in the written notification, such resignation shall be effective upon receipt of the written notification by the Chairman.

**SECTION 5. REMOVALS:** A member of the Committee who sustains three consecutive unexcused absences from regularly scheduled meetings of the Committee occurring over a period in excess of 60 days may be removed by a vote of two-thirds of the Committee members present and voting at the next regularly scheduled meeting. It shall be within the discretion of the Chairman to determine that an absence should be excused. A two-third's majority of the then serving members of the Committee may reverse the Chairman's finding of an excused absence.

A member of the Committee may also be removed, by a two-third majority, from the Committee. Written notice of intent to remove for a violation(s) of the Constitution and Committee for malfeasance or any such activities tending to obstruct or harm the purpose of Bylaws of Calvert County Republican Central Committee or the MDGOP's Constitution and Bylaws shall be given to such member and to all the other members of the Committee at least seven days prior to the meeting at which the vote shall be taken. A member who has been removed in accordance with this Section shall be notified in writing three days after the vote to remove, but failure to so notify such removed members shall not invalidate the vote to

remove. A two-thirds majority of the then serving members of the Committee is required to remove a member.

**SECTION 6. VACANCIES:** A vacancy shall exist upon the death, removal, or resignation of a member or upon the occurrence of any event provided for in Article 33, Section 11-2 of the Annotated Code of Maryland. The Chairman shall immediately give notice to the other members of the Committee of a vacancy. Any vacancy on the Committee shall be filled within 80 days after the vacancy occurs by the remaining members of the Committee at a duly called meeting of the Committee. When the Committee considers the matter of filling a vacancy, the position shall be advertised. Nominations may be made by any member of the Party. Candidates for the vacancy shall be interviewed by the Committee during a regular or special meeting and the selection process shall be conducted during executive session of the Committee. Election shall be by a majority vote of the Committee. If a vacancy has not been filled within the 80-day period commencing on the date of the vacancy, the vacancy may be filled by the Chairman. A person elected to fill a vacancy shall serve for the remaining term of the member who created the vacancy.

**SECTION 7. ASSOCIATE COMMITTEE MEMBERS:** In order to encourage active participation in Committee meetings and activities by individuals who are not official members of the Committee, the Committee may by majority vote elect up to *nine* Associate Committee members.

**A. Eligibility:** Associate Committee members must meet the same eligibility requirements as Members, and they are subject to disqualification and automatic resignation as are official Members as enumerated in Section 1 of this Article.

**B. Term of Office:** The term of an Associate member will begin with Election and end at the next Committee Quadrennial Organization Meeting.

**C. Voting by Associate Members:**

(1) Associate members shall normally not be entitled to vote at meetings of the Committee, except as provided herein.

(2) Should one or more Committee members be absent at a meeting of the Committee and if a quorum has been established, the remaining Committee members may vote to grant temporary voting rights, for that meeting only, to one or more Associate members, provided that the total

number of those voting at that meeting does not exceed the maximum number of members specified in Section 1 of this Article.

(3) An Associate member may not vote on questions of filling a Committee vacancy, removing a Committee member, adoption of a budget, and the adoption of changes to these Bylaws.

**D. Priority to Carry Proxies:** Should an elected member of the Committee be unable to attend a Convention of the Maryland Republican Party, that member of the Committee is encouraged (but not required) to assign his or her proxy to one of the Associate Members of the Committee so that the Associate member might attend,

vote, and otherwise fully participate in the business of the Convention.

**E. Automatic Nomination to Fill Vacancies:** Should a Committee vacancy occur (as described in Section 6 of this Article), all Associate Committee members are automatically among those nominated to be Members of the Committee.

**F. An Associate Committee member who sustains four unexcused absences from regularly scheduled meetings of the Committee occurring over a period of one year may be removed or subject to other discipline by a vote of two-thirds of the Committee members present and voting at the next regularly scheduled meeting. It shall be within the discretion of the Chairman to determine that an absence should be excused. A two-thirds majority of the then serving members of the Committee may reverse that Chairman's finding of an excused absence.**

Written notice of intent to remove or discipline for a violation(s) of the Constitution and Bylaws of the Calvert County Republican Central Committee or the MDGOP Constitution and Bylaws shall be given to such Associate Committee member and to all other members of the Committee at least seven days prior to the meeting at which the vote shall be taken. An Associate Committee member who has been removed or disciplined in accordance with this Section shall be notified in writing within three days after the vote to remove or discipline. A two-thirds majority of the then-serving members of the Committee is required to remove an Associate Committee member.

**G.** An Associate Committee member is required to participate in two community-wide events on behalf of the Calvert County Republican Central Committee yearly.

## **ARTICLE IV – ORGANIZATIONAL MEETING**

**SECTION 1. CALL TO ASSEMBLE:** Within four days after the gubernatorial general election, the newly elected member of the Committee who received the most votes of all persons elected as members of the committee in the most recent gubernatorial primary election, shall, upon at least seven days written notice to the newly elected members of the Committee, issue a call to assemble for the purpose of electing officers and conducting such other business that may properly be brought before the Committee. The newly elected member who issues the call to assemble shall serve as the temporary Chairman and has the authority for up to one year to hold from the Agenda the selection of a new Chairman. In the event that the newly elected member with the most votes fails to call such a meeting within four days after the gubernatorial election, the newly elected member who is second in number of votes of the newly elected members of the Committee, within five days thereafter, shall initiate the call to assemble and act as the temporary Chairman of the organizational meeting. The responsibility to issue the call to assemble and to serve as the temporary Chairman shall progress down to the third in number of votes, or the fourth in number of votes, and so on until a meeting is called by the newly elected Committee members, each five days thereafter until the call to assemble is issued.

**SECTION 2. ELECTION OF OFFICERS:** The first order of business of the newly elected members at the organizational meeting shall be the election of officers.

## **ARTICLE V - OFFICERS**

**SECTION 1. OFFICERS:** The officers of the committee shall be a Chairman, Vice Chairman, Recording Secretary, and Treasurer. The Chairman and Vice Chairman shall be members of the Committee. The Recording Secretary and Treasurer shall not be required to be members of the Committee but must be registered Republican voters in Calvert County at the time of their election and throughout their term of office. All officers shall be elected by the Committee. The Committee Officers shall be responsible for submitting standard operating procedures for approval by

the Committee, which will be valid until superseded or one year after a Gubernatorial Election.

**SECTION 2. CHAIRMAN:** The Chairman shall be the chief executive officer of the Committee; shall call regular and special meetings of the Committee; shall preside at all meetings of the Committee; shall have general supervision over the affairs, activities and any employees of the Committee; shall submit an annual proposed budget to the Committee at the first duly called meeting of the year; shall supervise the expenditures of Committee funds; shall make all committee appointments unless herein or by law otherwise provided; shall oversee the maintenance of all appropriate current and past Committee records; shall be the official spokesman for the Committee; and shall perform such other duties as are required by law and as usually pertain to the office of the Chairman.

**SECTION 3. VICE CHAIRMAN:** The Vice Chairman shall preside at all meetings in the absence of the Chairman and perform such other duties as are required by law or as may be prescribed by the Chairman and are incident to this office and in the event a vacancy occurs in the office of Chairman. The Vice Chairman shall exercise all of the powers and perform all of the duties of the Chairman until such vacancy has been filled by the Committee.

**SECTION 4. RECORDING SECRETARY:** The Recording Secretary shall keep complete and accurate minutes (including attendance records) of all meetings of the Committee; shall be responsible for official notices and reports as required by law and by this Constitution and By-Laws; and shall perform such other duties as the Chairman shall assign and are incident to this office.

**SECTION 5. TREASURER:** The Treasurer shall follow all appropriate regulations and procedures as defined by Maryland election law and the State Board of Elections (SABLE). The Treasurer is responsible for the receipt and, at the direction of the Chairman the disbursement of all monies by and for the Committee; shall maintain the accounts for the Committee and shall maintain complete and accurate records of all receipts and disbursements; shall submit an annual estimated budget to the Chairman prior to December 31 of each year; shall render periodic reports of income and expenditures as required by the Chairman of the Committee; shall,

upon request, account to and transfer to the successor Treasurer any funds belonging to the Committee at the end of his/her term. An audit of Committee accounts shall be conducted by two qualified individuals selected by the Chairman when a new Treasurer is sworn in and at the end of each calendar year.

**SECTION 6. CORRESPONDING SECRETARY:** At its discretion, the Committee may appoint a non-voting Corresponding Secretary who will assist the Chairman and officers in responding to contributors, in sending welcoming letters to newly registered Republicans, and shall perform such other duties as the Chairman shall assign and are incident to this office.

**SECTION 7. GENERAL COUNSEL:** A General Counsel may be appointed by the Chairman with the advice and consent of the Committee to serve as legal adviser to the Committee and to perform such other duties as are incident to this office. The General Counsel need not be a member of the Committee.

**SECTION 8. PARLIAMENTARIAN:** Members of the Committee are expected to conduct Party business in a dignified, professional, and respectful manner. At the discretion of the Chairman, a parliamentarian may be appointed with the advice and consent of the Committee. The duty of the Parliamentarian is to bring discipline and control to Committee discourse according to the procedures established by the application of the latest edition of Robert's Rules of Order.

**SECTION 9. ELECTION OF OFFICERS:** Election of Officers shall be held at the organization meeting provided for in Article IV hereof and thereafter annually at the first duly called meeting of the Committee following the first Tuesday after the first Monday in November. Officers shall be elected by majority vote. Each officer shall serve for a term of office lasting one year or until such officer's successor is elected. Officers may stand for re-election.

**SECTION 10. NOTICE OF ELECTION OF OFFICERS:** Within 15 days following the election of any officer(s), the Chairman shall notify the State Administrative Board of Election Laws and Republican State Central Committee for the State of Maryland of the names and addresses of the persons elected as officers.

**SECTION 11. REMOVAL OF OFFICERS:** A vote may be taken at any regular or special meeting of the Committee to remove any officer from

office, provided that at least 20 days written notice has been given to all officers and to all members of the Committee of such intention. A two-thirds majority of the votes cast shall be required to effect removal. The Committee shall remove officers that fail to perform their duty as a member of the Committee as referenced by the Constitution and Bylaws of the Republican Party of Maryland, Article V Section 2(d) as amended May 7, 2011, and subsequently thereafter.

**SECTION 12. FILLING OF VACANCIES:** A vacancy shall exist upon the death, removal, or resignation of an officer. The Chairman shall immediately give written notice to the other members of the Committee of a vacancy. If an officer is removed, the vacancy shall be filled by majority vote taken at the same meeting. For any other vacancy, an election shall be held to fill the vacancy for the remaining term at the first duly called meeting of the Committee that is held not less than seven days after written notice of the vacancy is given to all members of the Committee. The Vice Chairman shall act as Chairman until a new Chairman is elected. Election shall be by majority vote.

## **ARTICLE VI- MEETINGS**

**SECTION 1. REGULAR MEETINGS:** Regular meetings of the Committee shall be held not less often than quarterly. Such meetings shall be held at a location in Calvert County which is convenient to the members of the Committee.

**SECTION 2. SPECIAL MEETINGS:** Special meetings of the Committee may be called by the Chairman and shall be called upon a written petition to the Chairman by a majority of the members of the Committee. Such meetings shall be held at a location in Calvert County which is convenient to the members of the Committee.

**SECTION 3. NOTICE:** The Chairman shall give at least seven days written notice of any regular or special meeting of the Committee. The notice shall state the time, place and, insofar as practical, the agenda of the meeting. A copy of each such notice shall be sent to the Chairman of the Republican State Central Committee for the State of Maryland.

**SECTION 4. PROXIES:** Proxies shall not be permitted at any meeting of the Committee.



**SECTION 5. QUORUM:** Representation from a majority of the then serving members of the Committee shall constitute a quorum of the Committee at any meeting.

## **ARTICLE VII - STANDING COMMITTEES**

There shall be the following standing committees: Precinct, Headquarters, Finance, Communications, Events, Education, Appointments, Schedule Coordinating, Voter Registration Committee, Candidate Recruitment and Training, Community Service, and Outreach. The chairmen of each standing committee shall be appointed by the Chairman of the Committee with the approval of the majority of Committee members. Each standing committee chairman shall serve at the pleasure of the Chairman. The standing committee chairmen shall be responsible for submitting a budget request to the Chairman and Treasurer by December 1 of each year. Any standing committee expenditures above the approved budget request must be approved by the Committee before the funds can be expended.

The Standing Committee Chairmen shall be responsible for submitting standard operating procedures for approval by the Committee, which shall be valid until superseded or one year after the Gubernatorial Election.

**SECTION 1. PRECINCT COMMITTEE:** The Precinct Committee shall be responsible for recruiting and organizing members of the Party to support Election Day operations. Included in these duties may be door-to-door campaigning, distribution of Party election literature, placing signs, and assisting with voter registration drives.

**SECTION 2. HEADQUARTERS COMMITTEE:** The Headquarters Committee shall be responsible for maintaining, furnishing, and equipping the Party office, organizing the Party office staff, and serving as the central point of communications for the Party. Included in these duties may be recommending possible sites for the location of the headquarters to the Committee. There shall also be a Calendar Subcommittee consisting of a chair and a representative from each of the Party clubs, which will meet at least quarterly to coordinate and de-conflict schedules.

**SECTION 3. FINANCE COMMITTEE:** The Finance Committee shall be responsible for obtaining the funds and resources needed to sustain the Committee. Included in these duties may be solicitation of donations and

coordinating with the Events Committee on the organization and management of fundraising events.

**SECTION 4. COMMUNICATIONS COMMITTEE:** The Communications Committee shall be responsible for developing and broadcasting the Party message, utilizing radio, television, cable, Internet, the traditional print media and new media, including Facebook and Twitter. At least quarterly the Communications Committee shall publish and distribute a Committee newsletter.

**SECTION 5. EVENTS COMMITTEE:** The Events Committee is responsible for planning and carrying out all key Committee events, including the Annual Lincoln/Reagan Dinner, the Committee booth at the County Fair, parades, festivals, other fairs and well attended public events, and at other County events approved by the Committee.

**SECTION 6. EDUCATION COMMITTEE:** The Education Committee shall be responsible for establishing liaison between the Committee and State and County Boards of Education. Duties will include attending Board of Education meetings, reporting Board of Education matters to the Committee, recommending positions on Education matters to the Committee, and encouraging Party members to run for elected positions on the Board of Educations.

**SECTION 7. APPOINTMENTS COMMITTEE:** The Appointments Committee shall be responsible for identifying appointed positions at the State and County levels for which the Committee should make nominations. Interested, qualified, and deserving Party members should be identified and recruited for these positions and a backlog of candidates maintained.

**SECTION 8. SCHEDULE COORDINATING COMMITTEE:** The Schedule Coordinating Committee shall be made up of the Chairman and the presidents of the various clubs and organizations. Its purpose will be to identify and resolve scheduling conflicts with regard to fund raisers, events and budget matters, so that the maximum amount of funds raised will be raised and committed to getting Republicans elected.

**SECTION 9. VOTER REGISTRATION COMMITTEE:** The Voter Registration Committee shall be responsible for actively organizing voter

registration efforts at storefronts and events and ensuring Republican participation in Election Board registration efforts at our high schools.

**SECTION 10. CANDIDATE RECRUITMENT AND TRAINING**

**COMMITTEE:** The Candidate Recruitment Committee is responsible for actively recruiting qualified candidates to run for all local and legislative offices on the ballot. The Committee will help educate candidates on current issues relative to the office they are seeking and train them to be more effective candidates. The Committee will also schedule programs to train candidates for campaign staffs.

**SECTION 11. COMMUNITY SERVICE COMMITTEE:** The Community Service Committee shall be responsible for identifying important community activities which would allow the Committee to demonstrate the commitment of Republicans to an improved Calvert County community and for recommending those in which the Calvert County Republican Party should participate.

**SECTION 12. OUTREACH COMMITTEE:** The Outreach Committee will be responsible for actively supporting the formation and operation of a Young Republican Club and High School Teen Age Republican Clubs and will actively support Republican Women’s Clubs and the Republican Men’s Club within Calvert County. It will also send welcome letters to newly registered Republicans encouraging them to become active participants in Calvert County Republican activities.

**SECTION 13. AD HOC COMMITTEES:** In addition to the standing committees, the Chairman, with the approval of the majority of Committee members, may appoint such other committees as may be necessary or practical to carry out the purposes and intent of the Committee.

**ARTICLE VIII - MISCELLANEOUS**

**SECTION 1. NOTICES:** Any notice provided for in this Constitution and Bylaws shall be deemed to have been given when received by the person to whom directed, or, alternatively, when deposited in the mail postage prepaid, to be delivered by regular, first-class mail, provided that any such mailed notice shall be addressed to a person at the most recent address provided to the Committee by such person. Notice by email also qualifies under this section, provided that such email was sent “return receipt requested” and that a recipient has not provided a written request to the

Committee that he or she does not wish notices to be given by email. Any required written notice (except the written notice provided for in Article IV, Section 1) may be waived provided that a written waiver of any such required notice is executed by not less than four-fifths of the members of the Committee.

**SECTION 2. FILLING VACANCIES IN NOMINATIONS FOR PUBLIC OFFICE:** The Committee shall have such power as is conferred upon it by the law of Maryland to fill vacancies in nominations for public office. Whenever under the law of Maryland the Committee is to act in filling such a vacancy a meeting to fill the vacancy may be called by the Chairman (or, in the event that the office of Chairman is vacant, by the Vice Chairman serving as Chairman) upon 72-hours notice.

**SECTION 3. ENDORSEMENTS IN PRIMARIES:** The Committee shall not endorse nor shall it support financially or in any other manner any candidate, group of candidates, or "Ticket" over any other candidate, group of candidates, or "Ticket" prior to a Primary Election. An exception may be made by the Committee if the candidate is unopposed in a Primary Election.

**SECTION 4. CONFLICT:** To the extent this Constitution and Bylaws may conflict with the State Republican Central Committee Constitution and Bylaws, the State Constitution and Bylaws shall govern.

**SECTION 5. MEDIA/PUBLIC COMMUNICATIONS & STATEMENTS:**

No member shall release or cause the release of any statement that is prohibited by the Committee Constitution and Bylaws. In accordance with Article V, Section 2 of this Constitution and Bylaws, the Chairman is the official spokesman of this committee. Therefore, no Committee member shall, without approval of the Chairman, make any statement, or by any means publish any article, letter, or other form of communication that identifies that member as the author and a member of the state, or county Central Committee. A two-thirds majority of the then serving members of the Committee may reverse the Chairman's decision.

Further, no Committee member shall use their position or title at any time to criticize a Republican candidate or Republican elected official without a two-third majority consent of the Committee.

**SECTION 6. MEMBERS OF THE BOARD OF SUPERVISORS OF ELECTIONS OF CALVERT COUNTY:** Quadrennially, upon the request of the Governor, the Committee shall, by majority vote, designate at least four eligible persons affiliated with the Republican Party for each position on the Board of Supervisors of Elections of Calvert County which the Election Code requires to be filled by Republicans. The Committee shall not so designate any person who does not first agree to attend (periodic) meetings of the Committee. The Committee shall invite the Republican member(s) of the Board of Supervisors of Elections of Calvert County to attend meetings of the Committee not less frequently than once per quarter in order to report on voter registration progress and issues of significance related to the election process.

**SECTION 7. TELEPHONIC VOTING:** Telephonic voting will be addressed on a case-by-case basis at the discretion of the Chairman.

## **ARTICLE IX- AMENDMENTS TO CONSTITUTION AND BY LAWS**

This Constitution and Bylaws shall take effect and be enforced when adopted by an affirmative vote of two-thirds of the members present at a duly called meeting of the Committee and provided further that a copy of this Constitution and Bylaws was sent to each member with written notice of its proposed adoption at least seven days prior to the meeting. This Constitution and Bylaws may be amended at any meeting by the affirmative vote of two-thirds of the members at a duly called meeting and provided further that notice of the proposed amendment was sent to each member of the Committee at least seven days prior to the meeting. The Chairman shall file with the State Administrative Board of Election Laws and with the Republican State Central committee for the State of Maryland and a copy of this Constitution and Bylaws within 30 days after its adoption and shall also file in the same locations a copy of any amendment to this Constitution and Bylaws within 30 days after adoption.

APPROVED AND ADOPTED by the required number of members via email by the Committee on December 8, 2022 (***SECTION 7. ASSOCIATE COMMITTEE MEMBERS***)

Dale Weems, Chair, CCRCC February 3, 2023