# CONSTITUTION AND BYLAWS
# OF THE REPUBLICAN PARTY OF MARYLAND
**(Amended May 9, 2026)**

## ARTICLE I - NAME

The name of this organization shall be The Republican Party of Maryland, *hereinafter referred to as the **Party***.

## ARTICLE II - PURPOSE, IMPLEMENTATION, AND SUPERIOR AUTHORITIES

**2.1. Purpose**
The Party exists to secure honest and responsible government, founded on our belief in the worth, dignity, and rights of every person.

**2.2. Implementation.**
To fulfill this purpose, the Party works towards the election of Republican nominees, promotes the principles and platform of the Republican Party, organizes and operates an effective political organization, cooperates with the Republican National Committee, and engages in fundraising to support its activities.

**2.3. Superior Authorities**

**a.** This document is subject to the rules of the Republican National Committee and may be subject to the laws of the United States and the State of Maryland.

**b.** The rules contained in the current edition of *Roberts Rules of Order Newly Revised* shall govern the Party in all cases to which they are applicable and in which they are not inconsistent with this Constitution and Bylaws and any special rules of order the Party may adopt.

## ARTICLE III - MEMBERSHIP

**3.1. Maryland Counties Enumerated.**
The following subdivisions within the State of Maryland *shall hereinafter be referred to as the Maryland **Counties:*** Allegany County, Anne Arundel County, Baltimore City, Baltimore County, Calvert County, Caroline County, Carroll County, Cecil County, Charles County, Dorchester County, Frederick County, Garrett County, Harford County, Howard County, Kent County, Montgomery County, Prince George's County, Queen Anne's County, Somerset County, St. Mary's County, Talbot County, Washington County, Wicomico County, and Worcester County.

**3.2. Membership.**
All Maryland Residents who are registered as Republican voters in one of the counties enumerated in Section 3.1. of this ARTICLE shall be members of the Party.

## ARTICLE IV - COUNTY CENTRAL COMMITTEES

**4.1. Powers and Duties.**

**a.** There shall be a Republican Central Committee for each county, *hereinafter referred to as a **County Central Committee***.

**b.** Each County Central Committee has the powers available to it by law and by this document, including:

**(1)** Conducting the affairs of the Party in its county;

**(2)** Adopting its own Constitution and Bylaws;

**(3)** Adopting its own rules of procedure;

**(4)** Filling vacancies among its own membership as provided by law and by this document; and

**(5)** Filling vacancies in, and nominations for, public office within the county.

**c.** To the extent any provisions of the Constitution and Bylaws of any County Central Committee are inconsistent with or in conflict with this document, this document shall be controlling for all purposes

**d.** Within 15 days following the election or appointment of any member(s) or officer(s) of a County Central Committee, the County Committee shall report their name(s) to the **Party Chairman** and to the Maryland State Board of Elections.

**4.2. Membership.**

**a. Qualifications.**

Both at the time of their elections and throughout their terms of office, all members of a County Central Committee must be residents and registered Republican voters in both:

**(1)** The county of the County Central Committee on which they serve; and

**(2)** The district which they represent, if their election was for the purpose of representing that district.

**b. Oath of Office.**

Every member of a County Central Committee must take the **Party Oath.**

**c. Number.**

Unless otherwise provided by law, the number of members of each County Central Committee shall be set by the County Central Committee with the prior approval of the **State Central Committee** provided:

**(1)** The number of members of the County Central Committee elected in any county shall not be fewer than five;

**(2)** In any county having fewer than five resident members of the House of Delegates, there shall be a maximum of nine members of the County Central Committee;

**(3)** In any county having five or more resident members of the House of Delegates, the number of members of the County Central Committee shall not exceed twice the number of Delegates; and

**(4)** The Party shall in a timely manner notify a County Central Committee of any change in the allowed number of members. In the event the allowed number of members of any County Central Committee is reduced between gubernatorial general elections, no person then a member of the County Central Committee shall be removed from office by the reduction.

**d. Vacancies.**

(1) Vacancies in any County Central Committee shall be filled by the remaining members, excluding the vacating member, of that County Central Committee in accordance with the Constitution and Bylaws of the County Central Committee.

(2) Vacancies lasting for longer than ninety days shall be filled by the respective County Chairman from among those persons recommended in writing by the remaining members of the County Central Committee in which the vacancy occurs.

(3) If no written recommendations are received by the County Chairman within the ninety-day period, the County Chairman may fill the vacancy by appointing any qualified person.

(4) Nothing in this section prohibits the County Central Committee from filling the vacancy by majority vote of the remaining members prior to the County Chairman doing so.

**e. Removal.**

**(1) By County Central Committee.** A member or member-elect of a County Central Committee who is convicted of a felony, commits misconduct as defined in subsection (3), or who fails to appear at three consecutive regularly-scheduled meetings of that committee during a period in excess of 60 days may be removed with ten (10) days prior written notice by return receipt mail or electronic mail, by a two-thirds vote of the County Central Committee members present at the next regularly-scheduled meeting, after which the member shall be notified in writing by return receipt mail or electronic mail of this

action within three (3) days. However, failure to notify such removed member shall not invalidate the vote to remove the member.

**(2)** **By State Executive Committee.** A member or member-elect of a County Central Committee who is convicted of a felony, commits misconduct as defined in subsection (3), or who fails to appear either in person or by proxy at three consecutive conventions of the State Central Committee may be removed with ten (10) days prior written notice by return receipt mail or electronic mail, by a two-thirds vote of those present at the next regularly scheduled meeting of the State Executive Committee (described in ARTICLE VI of this document), after which the member shall be notified in writing by return receipt mail of this action within seven (7) days. However, failure to notify such removed member shall not invalidate the vote to remove the member.

**(3)** **Misconduct.** The following actions constitute misconduct for officers, members, and members-elect:

i. Any act of physical violence or sexual harassment as defined by state or federal law against a committee member or an elected official;
ii. A credible threat of violence against a committee member or an elected official, meaning a knowing and willful statement or course of conduct that does not serve a legitimate purpose and that causes a reasonable person to fear for the person's safety or for the safety of the person's immediate family;
iii. A conviction for a crime of moral turpitude, such as perjury, as defined by the Courts of the State of Maryland;
iv. Status as a vexatious litigant as determined by any state or federal court;
v. Embezzling funds from the County or State Central Committee and Candidate committees;
vi. Fraud, malicious defamation, intentional tortious acts, or felonious acts as determined by Courts of the State of Maryland in the conduct of committee business;
vii. A knowing and willful serious violation of the Bylaws of the Maryland Republican Party or a Committee member’s respective county Committee.

**(4)** **Double Jeopardy.** A felony conviction or any of the enumerated acts constituting misconduct in subsection (3) may provide the necessary basis for removal regardless of the date of conviction or the time at which the misconduct occurred and regardless of whether the same felony conviction or misconduct was the basis for a prior removal, except where the specific felony or misconduct in question was the basis for a prior removal proceeding that failed to achieve the two-thirds vote necessary for removal.

**(5)** **Appeals.**

i. An individual who has been removed by the County Central Committee may file an appeal to the Secretary of the Maryland Republican Party and Bylaws Committee, provided that the appeal is made in writing and to the Bylaws Committee within thirty (30) days of the individual receiving notice of the removal. The Bylaws Committee may re-instate the member by two-thirds vote of the committee members, and may apply such due process procedures that they believe are in the interest of justice. The Bylaws Committee must make a final determination on the appeal within thirty (30) days of receiving notice of the appeal.
ii. If a vote taken by a County Central Committee pursuant to subsection (1) fails to achieve a two-thirds vote, a simple majority of the members of that County Central Committee may request to the State Executive Committee (described in ARTICLE VI of this document) in writing with signature of those supporting the request to investigate and decide on the matter as described in Subsection (2). It is the discretion of the State Executive Committee to hear the request. The State Executive Committee must make a final determination on the appeal by the end of the next meeting of the State Executive Committee or at the subsequent meeting if the appeal of the majority of the County Central Committee is received within on (1) week of the date of the next meeting of the State Executive committee.

**(6)** **Responsibility of Legal Fees.** Any member of the Maryland Republican Central Committee who files suit or causes to have suit filed against the State Republican Party (or a constituent body of the Maryland Republican Party as defined in Article VI Section 2.c) and the State Party substantially prevail in the courts, all costs incurred by the State Party shall be covered by said member(s). In the event that a member has not paid the aforementioned legal fees:

i. That member will not be credentialed at any regular or special convention or permitted to vote on legislative vacancies until repayment; and

ii. If the legal fees are not paid after one hundred (100) days, the liable member may be subject to removal by 2/3 vote of the State Executive Committee or a 3/5 vote of the entire State Central Committee.

**4.3. Constitution and Bylaws.**

Each County Central Committee must adopt a Constitution and Bylaws which shall, within thirty days of the adoption thereof, be filed both with the Executive Director of the State Central Committee and with the State Board of Elections, as must be all amendments thereto.

**4.4. Officers.**

Each County Central Committee shall have a County Chairman, a County Treasurer and such other officers as are named in its Constitution and Bylaws.

**4.5. Time and Notice of Meetings.**

**a.** Each County Central Committee shall hold regular meetings no less frequently than quarterly.

**b.** If such a required meeting is not held, the Party Chairman may call a meeting in the county upon at least ten days written notice either by mail or by electronic media, including email to the members of that County Central Committee.

**c.** The County Chairman must give prior notice of each non-regularly-scheduled County Central Committee meeting to the Party Chairman.

**4.6. Quadrennial Organizational Meeting.**

a. Meeting Requirements

(1) Each County Central Committee shall hold the Quadrennial Organizational Meeting after the Gubernatorial General Election in order to elect new officers and organize the new Central Committee.

(2) The Quadrennial Organizational Meeting shall be called within 5 days subsequent to the Gubernatorial General Election, and members shall be given at least 5 day's notice of the meeting.

(3) The Quadrennial Organizational Meeting shall be held prior to the 10th day subsequent to the Gubernatorial General Election, all business conducted at such meeting by the Committee members-elect shall be considered valid and permissible.

b. Responsibility To Call Meeting

(1) Local Central Committees may state, through their Bylaws, a policy regarding who is responsible for calling the Quadrennial Organizational Meeting.

(2) Should no policy (as referenced in section (1) above) be present in Local Central Committee's Bylaws, then the responsibility to call the Quadrennial Organizational Meeting shall fall to, in order:

i. The newly elected member who received the highest vote total in the Gubernatorial Primary Election.

ii. The newly elected member who received the second highest vote total in the Gubernatorial Primary Election.

iii. The sitting County Chairman

iv. The Chairman of the Maryland Republican Party

# ARTICLE V - STATE CENTRAL COMMITTEE

**5.1. Status.**
As required by law, the governing body of the Party is The Republican State Central Committee, *heretofore and hereinafter referred to as the* ***State Central Committee.***

**5.2. Powers.**
The State Central Committee has all legal and constitutional powers, including the power to conduct the affairs of the Party, to elect at-large delegates and alternate delegates to the Republican National Convention, to adopt a Platform on issues affecting the State of Maryland, and to nominate candidates for presidential elector of the Party.

**5.3. Membership.**
The members of the State Central Committee are the combined members of all of the County Central Committees.

**5.4. Political Activity of Members.**

a. No member of the State Central Committee shall sponsor or endorse any candidate of a political party other than the Republican Party in connection with any partisan election or primary in which there is a Republican candidate. Failure of a member of the State Central Committee to comply with the foregoing standard shall subject such person to such sanctions as may be imposed by the State Central Committee, which may include a vote of censure and/or a request for the resignation of that member.

b. No member of the State Central Committee shall serve as the treasurer or campaign chair for any candidate other than a member of the Republican Party in connection with any partisan election or primary. Failure of a member of the State Central Committee to comply with the foregoing prohibition shall subject the member to removal pursuant to the following procedure:

(1) Upon receipt of a filed campaign finance report, listing the member as the treasurer or campaign chair of a prohibited campaign, the officers of the member's County Central Committee may begin removal proceedings.

(2) Any such member may be removed, with ten days prior written notice by return receipt mail or electronic mail, by a two-thirds vote of the County Central Committee members present at the next regularly-scheduled meeting. Such a vote will be to determine whether the prohibition has been violated, upon which, removal will be immediate. After which the member shall be notified in writing by return receipt mail or electronic mail of this action within three days.

(3) If no such vote is taken by the County Central Committee within thirty days of the receipt of a filed campaign finance report, listing the member as the treasurer or campaign chair of a prohibited campaign, the member may be removed with 10 days prior written notice by return receipt mail or electronic mail by a two-thirds vote of those present at the next regularly scheduled meeting of the State Executive Committee (described in ARTICLE V of this document), after which the member shall be notified in writing by return receipt mail or electronic mail of this action within three days.

c. No member of the State Central Committee shall make any money or in-kind campaign contribution reportable under state or federal election law to a non-republican candidate or party committees in partisan elections in which there is a Republican candidate at any time while a member of the State Central Committee (this amendment shall be enforced on contributions made after June 1st, 2022).

**5.5. Officers of the Party.**
The officers of the State Central Committee are the officers of the Party, and they shall be the **Party Chairman, Party 1st Vice Chairman, Party 2nd Vice Chairman, Party 3rd Vice Chairman** (ranked in the order listed), **Party Secretary, Party Treasurer, National Committeeman, and National Committeewoman.**

**a. Qualifications.**

**(1)** All officers of the Party must be registered Republican voters of Maryland, both at the time of their elections and throughout their terms of office.

**(2)** No person may simultaneously serve as more than one officer of the Party.

**(3)** No individual may either hold or seek elected public office while serving as an officer of the Party. An individual is considered to be seeking office when he/she has filed a Certificate of Candidacy with the State or County Board of Elections or has applied to fill a vacancy in an elected office.

**(4)** No officer of the Party shall receive remuneration for campaign-related services from any candidate in a contested primary election for public office within the State of Maryland. However, no officer shall be held in violation of this policy should the officer's place of employment accept remuneration for such services provided said officer is not performing the services.

**b. Oath of Office.**

Every Officer of the Party must take the **Party Oath.**

**c. Powers and Duties.**

**(1) Party Chairman.**

**(a)** **T**he Chairman of the State Central Committee is the State Party Chairman, *heretofore and hereinafter referred to as the* ***Party Chairman.***

**(b)** The Party Chairman shall not be a member of any County Central Committee.

**(c)** **Powers and Duties.** The Party Chairman

**i.** Presides at all conventions of the State Central Committee or designates a temporary presiding officer;

**ii.** Has general supervision over the affairs, activities and employees of the State Central Committee;

**iii.** Submits the proposed annual budget to the State Executive Committee for adoption by December 31st (to be mailed or sent by electronic media, including email with the notice of the fall regular convention);

**iv.** Has the authority to execute all necessary documents to enable the State Central Committee to borrow up to $10,000 without the consent of the State Executive Committee;

**v.** Performs duties as required by these Bylaws, the State Central Committee, or as usually pertain to the office of Party Chairman; and

**vi.** Represents the Party as required by the National Republican Party.

**(2) Party Vice Chairmen.**

**(a)** Each of the Party Vice Chairmen performs duties the Party Chairman designates.

**(b)** The Party Vice Chairmen preside, in rank order, at all meetings or conventions in the absence of the Party Chairman.

**(c)** If a vacancy occurs in the office of the Party Chairman, the highest-ranking Vice Chairman then in office may exercise all of the powers and shall perform all of the duties of the Party Chairman until the vacancy has been filled.

**(3) Party Secretary.**

The Party Secretary shall

**(a)** Complete and publish accurate minutes of all conventions of the State Central Committee and of the State Executive Committee;

**(b)** Be responsible for official notices and reports as required by law or this document; and

**(c**) Perform such other duties as the Party Chairman, the State Central Committee, or the State Executive Committee assigns.

**(4) Party Treasurer.**

The Party Treasurer may be bonded in an amount to be determined by the State Central Committee, at its cost. The Party Treasurer

**(a**) Shall be responsible for the receipt of and, at the direction of the Party Chairman as required by law, the disbursement of all monies by and for the State Central Committee;

**(b)** Shall maintain the accounts of the State Central Committee;

**(c)** Shall be the custodian of the financial records of the State Central Committee;

**(d)** Shall submit an annual budget to the **Party Chairman. In an election year, the budget must be submitted to the Party Chairman no later than 7 days after the General Election. In a non-election year, the budget must be submitted in a timely manner as to allow it to be included in the Call to the Fall Convention. (e)** Shall submit written reports of the activities of the Treasurer to the State Central Committee at its regular conventions; and

**(f)** Shall render periodic reports of income and expenditures to the Party Chairman and to the State Executive Committee as either requests.

**(5) National Committeeman and National Committeewoman.** These officers *(also hereinafter referred to as the **National Committee Members**)*,

**(a)** Shall represent the Party as required by the National Republican Party; and

**(b)** Shall perform such other duties as are described elsewhere in this document.

**d. Election and of Office.**

**(1) Election of Officers**

**(a)** The Party Chairman, Party Vice Chairmen, Party Secretary, and Party Treasurer shall be elected by the State Central Committee at the Fall Convention of the Maryland Republican Party in even-numbered years.

**(b)** The National Committeeman and National Committeewoman shall be elected for four-year terms by the State Central Committee at the convention held immediately following the Maryland Primary Election for President and prior to the Republican National Convention.

**(2) Terms of Office**

**(a)** The Party Chairman, Party Vice Chairman, Party Secretary and Party Treasurer shall serve terms of two years.

i. Officer terms shall begin January 3rd following their election.

ii. During the time between the election and beginning of the term, officers and officers-elect shall meet to transition, transfer documentation, notify state and party agencies and notify financial institutions. If the office of Treasurer is being transitioned, an audit shall be completed before financial records are transferred to the incoming treasurer.

**(b)** The National Committeeman and National Committeewoman shall serve terms of four years, taking office as prescribed in the rules of the Republican National Committee.

**e. Removal and Filling of Vacancies at a Convention of the State Central Committee.**

**(1)** At any regular or special convention of the State Central Committee, a convention vote (defined in ARTICLE VIII, Section 4.a) may be taken to remove any officer from office, provided that a member of the State Central Committee has given at least twenty days written notice by mail or by electronic media including email to all members of the committee of that member's intention to seek such action. A two-thirds majority of the votes cast shall be required to effect removal.

**(2)** If an officer is removed, the vacancy shall be filled by a convention vote taken at the same convention.

**f. Vacancies Occurring Between Conventions of the State Central Committee.**

**(1) Office of Party Chairman Vacant.**

**(a)** Except as provided elsewhere in this Section, if a vacancy occurs in the office of Party Chairman, a convention of the State Central Committee shall be held within sixty days of the vacancy occurring to elect a new Party Chairman for the remainder of the previous Party Chairman's term.

**(b)** The highest-ranking Party Vice Chairman shall act as Party Chairman until a new Party Chairman is elected at that convention.

**(2) Other Offices Vacant.**

**(a)** Except as otherwise provided in this section, if a vacancy occurs in any office other than that of Party Chairman, the vacancy shall be filled on an interim basis by the State Executive Committee within sixty days of its occurrence.

**(b)** An election shall be held at the first convention of the State Central Committee following the vacancy to fill the vacancy for the remainder of the term.

**5.6 Adoption of the State Party Platform.**

a. The State Central Committee may, at any convention, adopt a platform.
b. This platform may not in any way contradict the policies and positions set forth and advocated by the Platform of the Republican National Committee duly adopted at the National Convention.
    i. The first position of any adopted platform must be a statement of support and adherence to the Platform of the Republican National Committee.
c. At the second convention of the State Party in the year preceding a Maryland gubernatorial election, the Party Chairman shall call forth a Platform Committee to meet to draft a Platform. This platform will be considered and adopted at the first convention of the year in which a Maryland gubernatorial election is to take place.
    i. The Platform Committee shall operate as follows:
        1. The membership of the Platform Committee shall be made up of one member of the State Central Committee appointed by each Chairman of a County Central Committee from their County membership.
        2. State Party Chairman and all Vice-Chairmen shall be ex-officio members.
        3. Each Chairman of a County Central Committee shall appoint a member to the Platform Committee and the State Party Chairman shall appoint a Chairman of the Platform Committee. Vacancies shall be filled in the same manner.
        4. It is the responsibility of the Chairman of the Platform Committee to call a meeting for the Committee to discuss and adopt a draft platform that will be presented at the first convention of the year in which a Maryland gubernatorial election is to take place.
        5. The meeting or meetings of the Platform Committee must be held at least 60 days before the Convention at which the draft platform is to be adopted.
        6. At meetings of the Platform Committee, the Committee will debate and adopt a draft platform for the State Party. The State Party Platform may only include issues, policies, and positions that are within the powers of the Maryland State Government and County Governments to regulate, manage, and legislate over.
        7. When the draft platform is approved by the Platform Committee, the Platform Committee Chairman shall as soon as feasible present the draft platform to the State Party Secretary to be included in the call to convention of the convention in which the draft platform is to be adopted.
        8. At the first convention of the year in which a Maryland gubernatorial election is to take place, it is the responsibility of the Platform Committee Chairman to present the platform to the State Central Committee assembled.
        9. County Central Committees may only adopt their own platforms on issues that:
            a. Do not conflict the platform of the Republican National Convention;
            b. Do not conflict with the platform of the Maryland Republican Party; and
            c. Speak to issues within their county.
        10. At the convention of the State Central Committee where the platform is to be adopted, the draft platform may be amended, and the adoption of the final platform requires a two-thirds vote of the Convention.

## ARTICLE VI - STATE EXECUTIVE COMMITTEE

**6.1. Officers.**

The officers of the State Central Committee shall serve in their respective capacities as the officers of the State Executive Committee.

**6.2. Membership and Voting.**

The State Executive Committee has the following members, with their votes as indicated:

**a.** The officers of the Party, with their votes specified as follows:
- **(1)** The Party Chairman and the Party Vice Chairmen, each with one vote;
- **(2)** The Party Secretary and the Party Treasurer, each with one vote;
- **(3)** The National Committeeman and the National Committeewoman, each with one vote;

**b.** The County Chairmen, each with one vote;

**c.** Chief Executives of the following organizations:
- **(1)** The Maryland Federation of Republican Women with no vote;
- **(2)** The Maryland Federation of Young Republicans, with no vote;
- **(3)** The Maryland Federation of College Republicans, with no vote;
- **(4)** The Maryland Federation of Teenaged Republicans, with no vote; and
- **(5)** The Maryland Black Republican Council, with no vote.

**d.** Anyone qualifying for voting membership in more than one capacity on the State Executive Committee:
- **(1)** May vote only in a single capacity; and
- **(2)** Shall not cast more than one vote at any time.

**6.3. Proxies by Members of the State Executive Committee.**

The only members of the State Executive Committee who may give proxies are the County Chairmen. Additionally

**a.** The proxy:
- **(1)** Must be written, must be limited to a specific date or meeting, and must be signed both by the County Chairman giving the proxy and by the person receiving the proxy;
- **(2)** Cannot restrict or limit the voting rights of the person to whom the proxy is given; and
- **(3)** Must be presented to the presiding officer upon request.

**b.** The person to whom the proxy is given:
- **(1)** Must be a member of the same County Central Committee as the County Chairman giving the proxy;
- **(2)** Cannot already be a voting member of the State Executive Committee; and
- **(3)** May not give the proxy to anyone else.

**6.4 Quorum.**

**a.** A majority of the voting members of the State Executive Committee constitutes a quorum for the transaction of any business.

**b.** If a quorum is not present, a majority of those present may adjourn the meeting to some future date not less than ten days later and cause the Party Secretary to provide notice to all members of the State Executive Committee of the time and place of the resumption of the adjourned meeting.

**c.** At any such resumption of an adjourned meeting, the voting members present constitutes a quorum for the transaction of business.

**6.5 Powers.**

**a.** **General.** The State Executive Committee has powers as permitted by law and this document
- **(1)** To carry on the State Central Committee's duties and responsibilities between conventions of the State Central Committee; and
- **(2)** To recommend to the State Central Committee nominees for, and/or methods for election of, at-large delegates and alternate delegates to the Republican National Convention.

**b.** **Financial.** The State Executive Committee has the authority to to authorize the Chairman to execute all necessary documents to enable the State Central Committee to borrow over $10,000.

**6.6. Time and Notice of Meetings.**

**a.** Regular meetings of the State Executive Committee shall be held at least every quarter. Regular meetings of the State Executive Committee shall be in person.

**b.** Special meetings of the State Executive Committee shall be held upon the call of the Party Chairman or by two-thirds of the voting members of the State Executive Committee. Special meetings of the State Executive Committee may be held in person or remotely, by virtual means or by phone. Quorum will be recognized in this virtual or telecommunication setting.

**c.** At least ten (10) days written notice of a regular meeting either by mail or by electronic media, including email shall be given to members of the State Executive Committee stating the time, place, manner, and, insofar as practical, the agenda of the meeting.

**d.** At least five (5) business days written notice of a special meeting either by mail or by electronic media, including email, shall be given to members of the State Executive Committee stating the time, place, manner, and, insofar as practicable, the agenda of the meeting.

## 6.7 Conducting Business During a State of Emergency.

**a. Definitions of a State of Emergency**

**(1)** A state of emergency will exist in the event of a declaration of such a state, such as but not limited to the declaration of a public health crisis, civil emergencies or others, from the Office of the President of the United States, Office of the Governor of the State of Maryland, or any duly elected political office that will impede the assembly of the State Executive Committee or the State Central Committee for the conduction of business.

**(2)** A state of emergency will exist in the event of a declaration of such a state by the State Executive Committee by 2/3 vote to recognize such an impediment to the assemblage of the State Executive Committee or the State Central Committee for the conduction of business.

**b. Conducting Business and Powers Under a State of Emergency**

**(1)** The State Executive Committee will be given the authority to conduct business virtually or by phone. Quorum will be recognized in this virtual or telecommunication setting.

**(2)** The State Party Chairman shall be given the authority to enact emergency orders during the length of the crisis to permit the Chairman to fulfill the responsibilities and obligations to the State and National Party.

**(a)** The State Executive Committee will be empowered to overturn and nullify such emergency orders by simple majority vote at the next regularly scheduled meeting of the State Executive Committee.

**(b)** Emergency Orders made by the Chairman must be presented in writing either by mail or electronic media including email to the members of the State Executive Committee and the State Central Committee.

**(3)** The State Executive Committee will be given the authority to convene a full online convention with recognized quorum to conduct such business for the efficient operating of the State Party by a 2/3 vote.

**(a)** The Standing Orders and procedure for such an online convention will be created by the State Executive Committee or delegated by the State Executive Committee to a sub-committee for the well-ordered functioning of such a convention.

**(4)** The State Executive Committee and State Central Committee are not required to meet in person during a declared state of emergency as defined above in subsection a. or if it violates any local, state, or federal gathering restrictions

## 6.8 Attendance Requirement.

**a.** A County Chairman who misses two (2) or more duly called meetings of the State Executive Committee without a proxy in any successive twelve (12) month period shall be liable to be removed as County Chairman by their County Central Committee. The State Executive Committee shall notify the County Central Committee of the County Chairman's absences and at the next duly called meeting of the County Central Committee, the County Central Committee shall consider vacating the office of County Chairman.

**b.** Officers of the party who miss two (2) or more duly called meetings of the State Executive Committee in any successive twelve (12) month period shall be liable to be removed from their office by the State Executive Committee upon a two-thirds (2/3) majority vote at the next duly called meeting of the State Executive Committee.

# ARTICLE VII - RESERVED

# ARTICLE VIII - CONVENTIONS OF THE STATE CENTRAL COMMITTEE

**8.1 Time and Notice of Conventions.**

**a. Regular Conventions.**

A regular convention of the State Central Committee shall be held twice a year. In a Presidential Election year, the second Convention must be held subsequent to the General Election. In a Presidential Election year, the first convention must be held between fifty (50) and seventy-five (75) days prior to the scheduled close of the Republican National Convention. (Starting in 2023).

(1) If this rule conflicts with the Rules of the Republican Party, then the Chairman is empowered to ensure that the Maryland Republican Party stays within compliance of the Rules of the Republican National Committee by moving the date of the first convention to a compliant date.

**b. Special Conventions.**

Special Conventions of the State Central Committee may be called at any time

**(1**) By the Party Chairman, or

**(2)** Upon a written petition to the Party Secretary by a majority of the members of the State Central Committee, or

**(3)** Upon a written petition to the Party Secretary by two-thirds of the voting members of the State Executive Committee.

**c. Quadrennial Organizational Convention.**

Quadrennial Organizational Conventions, as described in Section 2 of this Article, shall be held after every gubernatorial general election. The Quadrennial Organizational Convention shall be held no sooner than 30 days after the General Election.

**d. Notice.**

**(1) Content.**

The notice for a convention shall be sent by mail or by electronic media including email and shall state the time, place, and insofar as is practical, the agenda for the convention. Moreover, the notice for a Quadrennial Organizational Convention shall include a copy of this document.

**(2) Conventions to Nominate Individuals for Public Office.**

A minimum of three days notice shall be given whenever the State Central Committee must act to fill a vacancy in a nomination.

**(3) Regular or Special Conventions.**

With the exception of conventions to nominate individuals for public office, at least twenty days prior written notice either by mail or electronic media including email shall be given for any regular or special convention.

**(4) Quadrennial Organizational Conventions.**

At least thirty days prior written notice either by mail or electronic media including email, and including a copy of this document, shall be given for Quadrennial Organizational Conventions.

**8.2. Quadrennial Organization.**

**a. Meeting of Newly-Elected County Chairmen.**

**(1)** The incumbent Party Chairman must call a meeting of the newly-elected County Chairmen for a date at least ten days after the gubernatorial general election and prior to the Quadrennial Organizational Convention of the State Central Committee.

**(2)** The Party Chairman shall give at least fourteen days notice of the meeting either by mail or by electronic media, including email, to all members-elect of the County Central Committees.

**(3)** Any County Chairman may give a written proxy to a fellow County Central Committee member or member-elect for the meeting of the newly-elected County Chairmen or for any meeting of the committee or committees to which the County Chairman is elected.

**(4)** At the meeting, the County Chairmen shall elect the members of the Credentials Committee, the Nominating Committee, the Resolutions Committee and the Rules Committee for service only during the subsequent Quadrennial Organizational Convention of the State Central Committee.

**(a)** The duties of these committees are described in ARTICLE IX, Section 1., subsections d. through g.

**(b)** The Credentials, Nominations, Rules, and Resolutions Committees shall each be composed of not fewer than seven State Central Committee members or members-elect, no two of whom from the same county.

**(c)** Any member of the Nominating Committee may also be a member of the Credentials, Resolutions or Rules Committee.

**(d)** These committees shall meet separately after the meeting of County Chairmen to elect their respective chairmen and to transact such other business as is practical.

**(e)** Each of the committees meet on a date no later than the day before the Quadrennial Organizational Convention of the State Central Committee.

**b. Quadrennial Organizational Convention.**

**(1)** The Quadrennial Organizational Convention shall be held no sooner than thirty (30) days after the General Election.

**(2)** The incumbent Party Chairman shall

**(a)** Give thirty days prior written notice of the convention to the newly certified members; and

**(b)** Mail or Electronic Media including email, with the notice, a copy of the Constitution and Bylaws of the Party.

**(3)** **Convention Committees.** The Credentials Committee, the Rules Committee, the Resolutions Committee, and the Nominations Committee shall perform their duties as described in ARTICLE IX Section 1, subsections d., e., f., and g., respectively.

**8.3 Proxies at Conventions.**

A proxy may be given by any member of the State Central Committee. Additionally

**a.** The proxy:

**(1)** Must be in writing, must be limited to a specific date or convention, and must be signed both by the member giving the proxy and by the person carrying the proxy; and

**(2)** Must be presented to the Credentials Committee upon request.

**b.** Any restrictions on the use of the proxy must be in writing, and the enforcement of these restrictions is the responsibility of the person at the convention serving as County Chairman for the member giving the proxy.

**c.** Any person to whom a proxy is given:

**(1)** Must possess the same qualifications as the person giving the proxy except that for any district residency requirement, the holder need only be a resident of the same Maryland County;

**(2)** Must present proof of these qualifications to the Credentials Committee upon request; and

**(3)** Shall not transfer or assign the proxy to anyone else.

**d.** No person may carry more than one proxy.

**8.4. Voting at Conventions.**

**a. Convention Vote.**

A vote of the members of the State Central Committee attending a convention shall be termed a convention vote, provided it is conducted in accordance with this Section and with all convention rules adopted for the convention.

**b. Allocation of Convention Votes to Counties and to Members.**

**(1)** **Total Convention Votes.** The total number of Convention Votes allocated to the membership of the State Central Committee shall be **500 Base Convention Votes** plus such **Performance Convention Votes** as the individual Counties may earn. That final

allocation of convention votes to the Counties and to Members shall be given to all members in the Call to Convention. All performance convention votes shall be determined by elections taken before the Call to Convention is sent out.

**(2) Allocation of Base Convention Votes to Counties.**

**(a) Half of the Base Convention Votes Allocated Proportionally.**

i. Two-tenths of the total Base Convention Votes shall be so allocated that each County receives a share equal to the County's proportion of the total statewide number of registered Republicans, based upon the most recent official figures.

ii. Three-tenths of the total Base Convention Votes shall be so allocated that each County receives a share equal to the County's proportion of the total statewide votes cast for either the Republican candidate for Governor or the Republican candidate for President, whichever election has occurred most recently.

**(b) Half of the Base Convention Votes Allocated Equally.** Half of the total Base Convention Votes shall be so allocated that each County receives an equal number**.**

**(3) Performance Convention Votes Earned by Counties.**

**(a)** If a County has registered Republicans as a plurality of registered voters in that County, based upon the most recent official figures, then that County shall receive additional Performance Votes equal to 10% of its Base Convention Votes.

**(b)** If the Republican candidate for Governor or President, whichever election has occurred most recently, receives the majority of votes cast for that office by the voters in a County, then that County shall receive additional Performance Convention Votes equal to 10% of its Base Convention Votes.

**(c)** If the elected County Council or Board of Commissioners has a Republican majority, then that County shall receive additional Performance Convention Votes equal to 10% of its Base Convention Votes.

**(4) Allocation of Convention Votes to Members.** The total number of Convention Votes allocated to each County shall be divided equally among the total number of members authorized for the County's Central Committee.

**(5) Convention Votes when Polling the Counties.** When convention voting is done by polling the Counties, the vote shall be tallied using Convention Votes.

**c. Total Vote from a County.**

Only that portion of the vote of the County represented by individual members of its County Central Committee present, either in person or by proxy, may be cast at the convention.

**d.** The Convention Vote reported by a County must indicate the number of members voting on every side of the issue in question, and no procedure or process whereby a majority or plurality vote is reported as a unanimous vote from a County shall be allowed.

**8.5 Quorum at Conventions.**

At any convention of the State Central Committee, a quorum is present provided both

**a.** At least twenty-five percent of the total membership of the State Central Committee is present, either in person or represented by proxies; and

**b.** There is at least one representative present, either in person or represented by a proxy, from a majority of the Maryland counties.

## ARTICLE IX - COMMITTEES OF THE STATE CENTRAL COMMITTEE

**9.1. Committees for Conventions.**

**a. Selection of Members of Committees for a Quadrennial Organizational Convention.**

The selection process for these committees is described in ARTICLE VIII, Section 2.

**b. Bylaws Committee.**

**(1)** The Bylaws Committee is a standing committee which shall advise the State Central Committee on any recommended amendments to the Constitution and Bylaws of the

Republican Party of Maryland and may, from time to time, make to the State Central Committee specific recommendations for amendments to the Constitution and Bylaws.

**(2)** Except as otherwise provide in this document, the Party Chairman appoints the chairman and other members of the bylaws Committee who shall serve at the pleasure of the Party Chairman.

**(3)** Voting members of the Bylaws Committee shall be members of the State Central Committee.

**(4)** All proposed amendments to the Bylaws shall be referred to the Bylaws Committee which shall make such recommendations to the State Central Committee on all proposed amendments to the Constitution and Bylaws, as approved by the Bylaws Committee.

**c. Selection of Members of Committees for all other Conventions.**

**(1)** The Credentials, Nominating, Rules, and Resolutions Committees shall each be composed of not fewer than seven State Central Committee members, no two of whom shall be from the same county, with no individual serving on any two of these committees.

**(2)** The Party Chairman shall appoint the members and designate the chair of each committee.

**(3)** The members of each committee shall serve for a single convention.

**d. Credentials Committee.**

**(1)** The Credentials Committee shall verify the credentials of persons attending the convention of the State Central Committee as either being members of their respective County Central Committees or as holding valid proxies to represent their respective County Central Committees.

**(2)** The Credential Committee shall report its findings to the Party Chairman before the convention conducts business and at other times during the convention at the request of the Party Chairman.

**e. Rules Committee.**

**(1)** The Rules Committee shall present to the convention a Report suggesting Proposed Convention Rules.

**(2)** Members of the State Central Committee who believe any proposed convention rules are inconsistent with this document shall be afforded an opportunity to propose amendments, including their deletion, to the proposed convention rules, prior to a convention vote to accept the Rules Committee Report.

**(3)** The Proposed Convention Rules, with any amendments adopted by the convention shall govern the operation and conduct of the convention upon their acceptance by the convention.

**f. Resolutions Committee.**

The regular procedure for proposing resolutions for the convention is for members of the State Central Committee to submit proposed resolutions to the Resolutions Committee.

**(1)** The Resolutions Committee in turn

**(a)** Shall receive proposed resolutions from the members of the State Central Committee;

**(b**) Shall review the proposed resolutions, rewriting them as necessary in order to make them consistent with this document and with superior authorities; and

**(c)** Shall approve and present proposed resolutions for individual consideration by the convention.

**(d)** All Resolutions provided to the Resolutions Committee must be submitted forty-five (45) calendar days before the intended Convention. The time considered for this will be from 12:00 a.m. to 11:59 p.m. Eastern Time.

**(2)** A resolution not presented to the convention by the Resolutions Committee may be proposed using the following procedure:

**(a)** The member wishing to propose a resolution must first be recognized to speak by the presiding officer.

**(b)** The member must move, and the motion must be seconded, that the convention allow a resolution to be presented from the floor.

**(c)** Discussion shall be limited to the motion to allow a resolution to be presented from the floor and shall not consider the merits of any resolution.

**(d)** If the motion to allow a resolution from the floor receives a two-thirds affirmative vote, it passes and the member who made the motion may immediately present the proposed resolution to the convention.

**(e)** This resolution, if seconded, will be adopted provided it receives an affirmative vote consistent both with the requirements in this document and in Robert's Rules of Order.

**g. Nominating Committee.**

Except when a vacancy is created under ARTICLE V. Section 5(e)1 and nominations from the floor are automatically opened, the regular convention procedure for securing nominations to fill vacant offices is for members of the State Central Committee to submit their nominations to the Nominating Committee. Prospective candidates are encouraged to notify the Executive Director and Chairman of the Nominating Committee by email of their intention to seek a position as a party officer. This request for notification shall be included in any announcement of elections.

**(1**) The Nominating Committee in turn

**(a)** Shall track the arrival of the filing documents, notify the candidate when it has received them in full or in part (and explain which information is still pending), and notify candidates about the delinquency of their documentation forty-eight (48) and twenty-four (24) hours before the filing deadline;

**(b)** Shall verify the willingness and availability of each nominee to serve;

**(c)** Shall certify the eligibility of each nominee to serve; and

**(d)** Shall report all eligible nominees to the convention, in alphabetical order, without making recommendations among them.

**(e)** All Nominations Forms to be sent to the Nominations Committee shall be received by the Chairman of the Nominating Committee and the Executive Director no later than twenty (20) calendar days prior to the intended Convention. The time considered for this will be from 12:00 a.m. to 11:59 p.m. Eastern Time.

**(f)** All nominations received after the twenty (20) calendar day deadline shall be disqualified.

**(2)** A nomination not presented to the convention by the Nominations Committee may be made using the following procedure:

**(a)** The member wishing to make a nomination must first be recognized to speak by the presiding officer.

**(b)** The member must move, and the motion must be seconded, that the convention open nominations from the floor for the vacant office.

**(c)** Discussion shall be limited to the motion to open nominations from the floor and shall not discuss the qualifications of any candidate.

**(d)** If the motion to open nominations from the floor receives a two-thirds affirmative vote, it passes and the member who made the motion may immediately present a nomination.

**(e)** Until such time as the convention votes to close nominations, any member may make additional nominations from the floor for the vacant office.

**h. Platform Committee**

The procedures and policies relating to the Platform Committee are set forth in ARTICLE V Section 6.

**9.2 Other Committees**

**a. Finance Committee.**

(1) The Finance Committee is a standing committee, which is primarily responsible for fundraising activities of the State Central Committee.

(2) It shall receive copies of all reports from the Party Treasurer.

(3) Members.

(a) The Party Treasurer and National Committee Members are members of the Finance Committee.

(b) The Party Chairman appoints the other members of the Finance Committee, and with the majority approval of the State Executive Committee appoints the chairman of the Finance Committee.

(c) The members of the Finance Committee need not be members of the State Central Committee.

**b.** ***Ad Hoc* Committees**.

(1) The Party Chairman may establish *ad hoc* committees as the Chairman deems necessary or proper to advise the Chairman in conducting the affairs of the Party.

(2) The members of ad hoc committees need not be members of the State Central Committee.

**c.** **Party Committees**

(1) Any Republican Legislative Party Caucus Committee established under Maryland Code, Election Law Article 13-208.1 shall be incorporated as a standing committee of the Maryland Republican Party.

## ARTICLE X - STAFF OF THE STATE CENTRAL COMMITTEE

**10.1. Executive Director.**

**a.** The Executive Director is appointed by the Party Chairman and serves at the pleasure of the Party Chairman.

**b.** The Party Chairman sets the salary and benefits of the Executive Director and if the salary and benefits are greater than that which was paid to the person previously holding that position, the Party Chairman shall submit the salary and benefits to the State Executive Committee for approval prior to hiring.

**c.** The Executive Director's salary and benefits are subject to review every six months by the State Executive Committee.

**d.** The Executive Director is custodian of the non-financial records of the State Central Committee and its committees, including

**(1)** this document,

**(2)** the minutes of conventions of the State Central Committee, and

**(3)** the minutes of meetings of the State Executive Committee.

**e.** The Executive Director performs other administrative responsibilities as assigned by the Party Chairman.

**f.** The Executive Director shall not serve as a member of a County Central Committee.

**10.2. Other Members of the Staff.**

**a.** The Party Chairman may appoint such other staff as the Chairman deems necessary in order to conduct the business of the Party.

**b.** All members of the staff serve at the pleasure of the Party Chairman.

**c.** The Party Chairman sets the salary and benefits of the staff and if the salary and benefits are greater than that which was paid to the person previously holding that position, the Party Chairman shall submit the salary and benefits to the State Executive Committee for approval prior to hiring.

**d.** The salary and benefits of the staff are subject to review every six months by the State Executive Committee.

**e.** No employee of the Party shall receive remuneration for campaign-related services from any candidate in a contested primary election for public office within the State of Maryland**.**

## ARTICLE XI - ADVISORY POSITIONS OF THE STATE CENTRAL COMMITTEE

**11.1. Parliamentarian.**

**a.** The Party Chairman may appoint a Parliamentarian who shall perform such duties as are incident to the office.
**b.** The Parliamentarian serves at the pleasure of the Party Chairman.
**c.** The Parliamentarian need not but may be a member of the State Central Committee.

**11.2. General Counsel.**
**a.** The Party Chairman may appoint a General Counsel who shall serve as legal adviser to the State Central Committee.
**b.** The General Counsel serves at the pleasure of the Party Chairman.
**c.** The General Counsel need not but may be a member of the State Central Committee.

## ARTICLE XII - PARTY OATH OF OFFICE

**12.1. Requirements.**
**a.** Subsequent to their election and prior to assuming their official duties, all members of the County Central Committees and all Officers of the Party must take the Party Oath as contained in Section 12.2.
**b.** Each County Chairman shall certify to the Party Chairman that all members of the County Central Committee have taken the Party Oath
**c.** The Party Secretary shall certify to the State Central Committee that all Party Officers have taken the Party Oath.

**12.2.** The Party Oath.
I _____(name) do solemnly swear or affirm that I will uphold and support the Constitution of the United States; be faithful and bear true allegiance to the state of Maryland and uphold the Maryland Constitution and laws thereof; abide by the Constitution and Bylaws of the Maryland Republican Party; and faithfully execute the office upon which I am about to enter with diligence to the best of my skill, abilities and judgment without partiality or prejudice.

## ARTICLE XIII - AMENDMENTS TO THIS DOCUMENT

**13.1. Amending Body.**
The State Central Committee is the only body which may amend this document, and the State Central Committee cannot delegate this power.

**13.2. Eligibility to Propose Amendments.**
Any member or member-elect of the State Central Committee may propose an amendment to this document by submitting it in writing to the By-Laws Committee in care of the Executive Director.

**13.3.** The Bylaws Committee shall review any proposed amendment pursuant to Section 9.1b(4) of this document. Any proposed amendment approved by the Bylaws Committee shall be submitted in writing in the notice of the next convention**.**

**13.4.** An amendment which has not been approved by the Bylaws Committee may be considered by the State Central Committee in convention provided the amendment is provided to the Party Secretary in a timely fashion and included in the notice of the convention and, by an affirmative vote of three fifths (3/5) of the votes cast at a convention, the State Central Committee approves the consideration of such amendment.

**13.5 Vote Necessary to Amend** - A two thirds (2/3) majority of the votes cast shall be necessary to amend this document.

## ARTICLE XIV - Policies and Procedures

**14.1 Process for Filling Legislative Vacancies By County Central Committees**

Each County Central Committee shall have a process for filling legislative vacancies should one occur. The process that governs the filling of vacancies shall be either:

(a) A local policy which is incorporated into the County bylaws, which includes (at a minimum) the following:

1. A description of the timeline that will be followed for filling the vacancy.
2. Requirements for public notice of the vacancy, interviews, forums and voting.
3. The details and requirements of the application process.
4. The details of an interview process.
5. The details of how and when voting shall take place and how the results shall be announced.
6. Any special process (should the county decide to have one) that allows for Short Term Vacancies (less than 60 days remaining in the term)
7. The requirement that voting be done in public (even if done by secret ballot).

(b) If no local policy exists in the County bylaws which meets the requirements described in 14.1(a) above, then the County Central Committee shall use the policy contained in "Appendix A" of these Bylaws to govern all legislative vacancies which occur in their county.

# THE BYLAWS OF THE MARYLAND REPUBLICAN PARTY
# APPENDIX A
## Procedures to Fill a Legislative Vacancy by a County Central Committee
## *Referenced in Article 14, Section 1(b)*

**Section 1. Purpose.**

Article III, § 13 of the Maryland State Constitution provides that a vacancy in the Maryland General Assembly shall be filled by designation of the central committee of the party and district from which the legislator was last elected or appointed within thirty (30) days of the seat becoming vacant. Within 15 days of receiving name(s) from the Central Committee, the Governor shall appoint from among the name(s) received. The members of the Republican State Central Committee of Maryland, who are elected by the Republican voters of Maryland, recognize the responsibility with which they have been entrusted and understand that they are charged with filling any vacancy as representatives of their jurisdiction without personal partiality or prejudice. Recognizing that some counties have adopted their own policy governing the filling of Legislative Vacancies, this policy shall govern the selection process for the local Republican Central Committees for all jurisdictions of the State of Maryland as governed by the Republican State Central Committee of Maryland in the absence of a county policy adopted as part of the county's bylaws, meeting the criteria detailed in Article 14, Section 1(a).

**Section 2. Definitions.**

For the purposes of this policy, the following terms are defined.

(a) Committee shall mean the local Central Committee of one of the 23 Counties of Maryland or the City of Baltimore.

(b) County Chair shall mean the Chairman of the local Central Committee of one of the 23 Counties of Maryland or the City of Baltimore

(c) State Chair shall mean the Chairman of the Maryland Republican Party.

(d) Legislative Vacancy shall mean a vacancy in a seat, occurring in either the Maryland House of Delegates or the Maryland State Senate, whereby the member immediately holding the seat prior to the vacancy was a Republican at the time of last election or appointment and where the geographical boundaries of the district either lie entirely within the Committee's jurisdiction or occupy some portion of the Committee's jurisdiction.

(e) Application Deadline shall mean the deadline for submitting a timely application to fill a Legislative Vacancy as prescribed in Section 4 herein.

(f) Occurrence of Legislative Vacancy shall mean the receipt of notification that the House of Delegates member or State Senator has resigned or otherwise vacated his or her office.

(g) Short-term Vacancy shall mean any of the following:

(1) A Legislative Vacancy occurring within sixty (60) days prior to the expiration of the vacating member's term in the General Assembly. ,
(2) A Legislative Vacancy occurring during the legislative session, or
(3) A Legislative Vacancy occurring within forty-five (45) days prior to the commencement of the legislative session.

(h) Applicant(s) shall refer to an individual or individuals who submit an application(s), for a vacancy, to be considered by the Committee.

**Section 3. Announcement of Vacancy.**

Upon the occurrence of Legislative Vacancy, the County Chair, or their designee, shall, within five (5) days, publicly announce the Legislative Vacancy by the following means:

(a) by sending written notice, either in the form of standard mail, electronic mail, or other means of written communication to:

(1) all members and officers of the Committee;

(2) all elected public officials who were elected or appointed as Republicans and represent all or part of the county in question.

(3) the president of each Republican organization in the County or Baltimore City.

(b) by issuing a press release to local media announcing the vacancy and that the vacancy shall be filled pursuant to the Committee's policy on Legislative Vacancies.

**Section 4. Applications to Fill Legislative Vacancies.**

(a) Any individual who meets the requirements of the Maryland State Constitution to serve as a member of the Maryland State Senate or Maryland House of Delegates from the district in which the vacancy occurs may apply to be considered as a candidate to fill the vacancy.

(b) Any individual wishing to apply to fill the vacancy shall submit a completed application prior to the Application Deadline.

(c) The Application Deadline shall be announced along with the Legislative Vacancy in accordance with Section 2 above, and shall in no event, be set less than ten (10) days nor more than fifteen (15) days after the Legislative Vacancy occurs except as prescribed in Section 10 herein.

(d) Any individual wishing to apply to fill a Legislative Vacancy shall send his or her application via electronic mail (email) or USPS mail to the officially published address of the Committee. (Read Receipt on email and Tracking on mail suggested)

(e) Any application materials received by email or postmarked by the Application Deadline will be deemed to have been timely filed.

(f) The County Chair, or their designee, shall confirm receipt of an application within three (3) days of receipt by the Committee.

(g) Any applications or application materials not timely filed shall not be considered.

(h) All committee members shall be sent an electronic copy of all applications within two (2) days following the Application deadline.

**Section 5. Review of Applications.**

(a) Each application received in a timely manner shall be reviewed by the County Chair, or their designee, to verify that applicant meets the constitutional eligibility requirements (e.g., residency in the district, etc.) to occupy the seat in which there is a Legislative Vacancy and that the application is complete.

(b) The County Chair, or their designee, shall report the findings on the submitted applications to the entire Committee.

**Section 6. Public Comment Period.**

(a) Within (3) days after the Application Deadline, the County Chair, or their designee, shall announce the identity of all applicants for the Legislative Vacancy along with an invitation for public comments in the same manner as set forth in Section 3 above for originally announcing the Legislative Vacancy.

(b) The method and deadline for submission of public comments shall be announced in accordance with subsection (a) above.

(c) The deadline for public comments shall be a minimum of seven (7) days after the application deadline.

**Section 7. Interviews.**

(a) The Committee shall interview candidates seeking to fill a Legislative Vacancy, and shall notify any candidates who will not be interviewed.

(b) The interviews may take place at a Regular or Special Meeting of the Committee as defined in the Constitution and Bylaws of the Committee.

(c) Each interview may consist of an opening statement, questions from the committee, and a closing statement.

(d) After the interview of applicants is completed, the Committee will discuss the qualifications of the applicants, which may occur in Executive Session.

**Section 8. Selection of Candidates.**

(a) There shall be no proxy voting on applicants to fill Legislative Vacancies.

(b) If a Central Committee member is also a candidate, it is suggested that they recuse themselves from the vote. A Central Committee member may recuse themselves from the vote for other conflicts of interest as well.

(c) Voting shall take place in a public session by secret ballot, and the ballots tallied and results announced after the completion of the interview of applicants. It may occur during the same session as the interview of candidates or during a subsequent meeting of the Committee provided that it occurs during the time period as provided by section 6(c) herein and the vacancy exists at the time of the vote.

(d) If no individual applicant receives enough votes to constitute a majority of committee members, second and subsequent ballots will be taken until one applicant receives votes of a majority of committee members. The candidate who receives the majority shall have their name sent to the Governor, although the committee may vote to send additional names as well.

**Section 9. Early Initiation of Process for Anticipated Vacancies.**

(a) In some cases, when an incumbent member of the State House of Delegates or the State Senate, has announced an intention to resign as of a given date, it may be prudent to initiate the selection process prior to the actual occurrence of a vacancy.

(b) When the Committee receives a copy of an official resignation letter of a State Delegate or State Senator, which is dated as of a date certain occurring no more than thirty (30) days in the future, the Committee may proceed with the process for filling a Legislative Vacancy as if the Legislative Vacancy had occurred on the date the letter was received. However, in no event, shall the Public Hearing or any Vote take place prior to the actual occurrence of the Legislative Vacancy.

(c) If the process for filling a Legislative Vacancy is initiated early due to an anticipated vacancy, the Application Deadline may be set no earlier than ten (10) days prior to the receipt of the copy of an official resignation letter.

(d) Should the process have been initiated early, but for some reason the Legislative Vacancy never actually occurs, the process will terminate immediately.

**Section 10. Short-term Vacancies.**

In the event of a Short-term Vacancy as defined in Section 2(g) herein, the Committee may act to fill the Legislative Vacancy at a Regular or Special Meeting with voting taking place in accordance with Section 8 herein except that no timeframes specified in these policies shall apply to filling the Short-term Vacancy. In addition, the Committee shall not be required to announce, take applications for, or interview applicants for a Short-term Vacancy. The requirements of Sections 3 through 8 of this policy shall not apply. Any selection to fill such a Legislative Vacancy, however, must still be made within thirty (30) days after the occurrence of such a vacancy as set forth by the Maryland State Constitution.

**Section 11. Filling of vacancy in a multi-County district**

(a) In the case of a Legislative District occupying part or all of more than one (1) County, the County committees shall follow the guidelines above for a single County district and shall work together wherever possible.

(b) Applications shall be sent to a single address and then shared with all committee members as set forth by section 4(h).

(c) If possible, the Public Hearing and Voting shall be held in one location for all committee members. Each Committee shall vote separately, using the voting procedures stated previously in Section 8(c). The results of each County Committee's votes shall be presented to the public, and the appropriate name(s) sent to the Governor.

(d) If a joint hearing and vote is not possible due to distance or other factors, then the above guidelines shall be followed on an individual county basis, however, the county chairmen, prior to releasing their individual results, shall meet to share their results in an attempt to submit a single joint nomination. If the counties have different preferred nominees and cannot reach a consensus, multiple nominations may be submitted.

**Section 12. Notification of the Governor.**

The County Chair, or their designee, shall notify the Governor of the Committee's decision within one (1) day after the final selection is made. Pursuant to the Maryland State Constitution, the Governor must be notified no later than thirty (30) days after the occurrence of the Legislative Vacancy.