

# SUMTER COUNTY REPUBLICAN EXECUTIVE COMMITTEE CONSTITUTION

As revised by the Executive Board, March 18, 2016

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With respect to this document, whenever the singular or plural number or masculine or feminine or neuter gender is used herein it shall equally include the others as the context may require.

# **CONSTITUTION OF THE SUMTER COUNTY REPUBLICAN EXECUTIVE COMMITTEE**

## **ARTICLE I: NAME OF ORGANIZATION**

The name of this organization will be the Sumter County Republican Executive Committee (hereafter referred to as SCREC). It shall be constituted as the Republican Executive Committee of the Republican Party within Sumter County, Florida, in accordance with the applicable statutes in Florida and the Party Rules of the Florida Republican State Executive Committee.

## **ARTICLE II: OBJECTIVES**

General purposes of this organization as a “political party” are to achieve the following objectives and aims:

- (a) Election to office of qualified Republican persons;
- (b) Foster loyalty to the Republican Party;
- (c) Promote an informed electorate through political education;
- (d) Increase Republican Registration;
- (e) Seek qualified Republicans to become candidates for local, county, state and federal offices;
- (f) Promote the election of all Republican candidates in the General Election;
- (g) In general to uphold the principles of freedom, equality and justice on which the Republican Party and the government of this nation is founded, as set forth in the Constitution of the United States and the state of Florida.

## **ARTICLE III: MEMBERSHIP**

**Section 1** - The SCREC shall consist of one man and one woman, each being a registered Republican residing within each Sumter County precinct and shall be designated as Precinct Committeeman and Precinct Committeewoman. However, any precinct with more than 1000 registered voters shall have additional members in accordance with the provisions of Rule 5 of Procedure of the Republican Party of Florida.

Pursuant to the State Party Constitution, the state committeeman and state committeewoman shall also be voting members at large of the SCREC for all purposes including the election of officers at the organizational meeting. In addition, pursuant to F.S. 103.091(6)(a)1, each county executive committee shall include all members of the State Legislature who are residents of the county and members of their respective political party and who shall be known as at-large committeemen and committeewomen. Each member of the SCREC shall be entitled to one (1) vote.

**Section 2 - DISTRICT UNITS** - In Counties divided into 40 or more continuous precincts, the State Executive Committee may adopt a district unit of representation for such County Executive Committees. Upon adoption of a district unit of representation, the State Executive Committee shall request the supervisor of elections of the county, with approval of the Board of Commissioners, to provide for an appropriate number of election districts as nearly equal in number to registered voters as possible. Where the district unit of representation has been adopted, district representatives shall be

elected in the same manner as precinct committeeman and committeewoman, and shall serve in place of precinct men and women.

**Section 3 - VACANCIES** - In the event no county committeeman or committeewoman is elected or a vacancy occurs for any other cause in the SCREC, the vacancy shall be filled by a majority vote of those present at a regular or special meeting of the SCREC at which due notice of the meeting has been given to all members and at which a quorum is present. Such vacancy shall be filled by a qualified member of the political party residing in the precinct where the vacancy occurred and for the unexpired portion of the term and shall not be deemed a member until the name has been duly recorded with the supervisor of elections by the Chair of the SCREC or his/her designee and the candidate oath has been filed as required under Article III Section 5 of this Constitution.

No candidate for a vacancy on the SCREC who meets the registration and residence requirements and follows the rules of procedure prescribed for filling a vacancy can be rejected for consideration by a membership committee, board, or officer of the SCREC. All such candidates must be voted upon by the SCREC.

If a Precinct committeeman or committeewoman moves from one precinct or district to another within the same county, and the new precinct or district has a vacancy, then the committeeman or committeewoman may be administratively moved to the new precinct or district without the requirement of an election as set forth above.

**Section 4** - In the event of no election of a Precinct committeeman or committeewoman, or where such vacancy is not filled by the SCREC as herein provided, the Chair of the State Executive Committee of the party may fill such vacancy by appointment, after giving sixty (60) days notice of his intention to do so to the SCREC Chair by registered mail.

**Section 5 – NOTIFICATIONS** - The Chair of the SCREC, or his or her designee, shall file with the State Executive Committee and the Supervisor of Elections, the names and addresses of its officers and member within thirty (30) days of their election. A SCREC member shall not be deemed a member until the candidate oath (pursuant to F.S. 99.021) has been signed and filed in the office of the Supervisor of Elections and the Republican Party loyalty oath (pursuant to Rule 9) has been filed with the Chair of the SCREC, who shall cause the original Party loyalty oath to be forwarded to the Republican Party of Florida within thirty (30) days. After the organizational meeting required under Article IV of this Constitution, the list maintained by the State Executive Committee, as supplemented monthly, shall constitute the official SCREC membership roster.

**Section 6 – LOYALTY OATH** - Members elected by the SCREC shall file their Party loyalty oath with the Chair of the SCREC, and the Chair, or his/her designee shall forward the original signed oath to the Republican Party of Florida as required under Section 5 above. The oath or affirmation may be witnessed rather than notarized.

**Section 7 – ALTERNATE SCREC MEMBERS** - Each elected precinct committee person may have a likewise elected alternate precinct committee member. Alternate members shall have no vote, except in the absence of the member they duly represent. Each alternate member shall possess the qualification required of the member represented and shall be elected by the SCREC. Alternate county committee members are not eligible to serve as elected officers on the SCREC, unless this rule is waived by the State Executive Board.

**Section 8 – SCREC EXECUTIVE BOARD** – The SCREC shall establish an Executive Board chaired by its' chair person and whose membership shall include, but not be limited to, the elected officers of the SCREC, the State Committeeman and the State Committeewoman. The County Chair may also appoint a General Counsel to serve as a non- voting member of SCREC.

The Executive Board shall have general supervision of the affairs of the SCREC between its meetings, make recommendations to the SCREC, and shall perform such other duties as may be specified by Party Rules. The Executive Board shall be subject to the orders of the SCREC, and none of its acts shall conflict with action taken by the SCREC.

Meetings of the Executive Board shall be called by the Chair. Special meetings of the Executive Board may be called by the Chair or upon the written request by a majority of the members of the Executive Board.

#### **ARTICLE IV: ORGANIZATIONAL MEETING AND ELECTION OF OFFICERS**

**Section 1** - The outgoing chair of the SCREC Executive Board shall, within thirty (30) days after the committee members take office (December 1), call an organizational meeting for the purpose of electing officers. It shall be the responsibility of the outgoing chair to open the meeting, and the first order of business shall be the election of the chair and vice-chair as set forth in the rules and bylaws as promulgated by the State Executive Committee. Thereafter, the new chair shall preside, and the agenda shall include, but not limited to, the election of a secretary and a treasurer, the filing of any vacancies on the committee, and any other business which may appropriately come before the committee.

The above officers shall be members of the SCREC, and all county party officers shall be elected for a two year term. At the conclusion of each two year term officers shall be elected in the same manner as is required at the organizational meeting. Officer elections held at the organizational meetings are final and are not subject to recall.

**Section 2** - The Chair shall appoint, with the approval of the full SCREC at a meeting at which a quorum is present, such standing sub-committees, their chair and such other officers as may be required in the administration of the SCREC business, as long as their functions do not violate any of the provisions of the constitution, bylaws or the applicable Florida laws. The Chair or his/her representative shall be considered a member of all standing committees appointed. Other ad hoc committees and their chairs may be appointed by the Chair without approval of the SCREC.

**Section 3** - The election of officers and filling of vacancies shall be by ballot. In the event there is but one nomination for any officer or office, the ballot may be dispensed with by unanimous vote of the membership present and eligible to vote. All nominations shall be from the floor. No ballot shall be preprinted with the name of any candidate.

**Section 4** - The presiding officer at all meetings shall be the county chair, and in the absence of the chair, the vice-chair, secretary or treasurer, in that order, shall preside. If none of the said officers are present, the membership, by a majority vote, shall name the presiding officer.

**Section 5** - In the event the county chair is unable to continue his/her duties the vice chair, secretary or treasurer, in that order, temporarily assumes the duties of the chair and must within 60 days hold an election for the purpose of filling the vacancy. All vacancies shall be filled by the majority vote of a quorum present at the duly called meeting of the SCREC.

**Section 6** - A person may hold only one position as a county chair or a state committeeman or state committeewoman, except in counties with less than 750 registered Republicans, unless this rule is waived by the State Executive Board.

## **ARTICLE V: REMOVAL FROM OFFICE**

**Section 1** - Any member or officer of the SCREC may be removed from office upon a two-thirds (2/3) vote of the membership of the SCREC present at any regular or special meeting after ten (10) days notice to the membership of the SCREC that a motion for the purpose of removal of a member or officer will be considered at a said meeting, provided that such two-thirds vote constitutes at least a majority of the full SCREC. The removal may be for any cause, including, but not limited to, an alleged violation of oath of office. However, any person wrongfully removed for violation of oath of office may qualify for reinstatement and reimbursement, including attorney fees as provided under Florida Statute 103.141. Removal shall be valid through the end of the respective member's term of office.

**Section 2** - The member and/or officer cited with removal charges shall be served by certified mail at least ten (10) days prior to said regular or special meeting at which time the removal motion is to be heard with a complaint which shall set forth in particular the reasons for the removal charge.

**Section 3** - Every political party office of the SCREC shall be deemed vacant in the following cases:

- (a) by the death of the incumbent;
- (b) by his or her resignation;
- (c) by his or her removal as set forth above in section 1;
- (d) by his or her ceasing to be a resident of the Sumter county, district or precinct for which he/she shall have been elected or appointed;
- (e) by his or her refusal to accept the office;
- (f) the conviction of the incumbent of any felony;
- (g) by his or her failure to attend, without good and sufficient reason, three (3) consecutive regular meetings of the SCREC of which he or she is a member.

### **Section 4 – PROCESS REMOVAL FOR NON-ATTENDANCE**

(a) A SCREC member who is absent for three (3) consecutive regular meetings without a valid excused absence shall be removed from the SCREC as of the date of the third consecutive missed meeting.

b) Prior to missing such third consecutive meeting, any member may request, in writing, that an absence may be excused indicating the reason for such absence.

(c) Excused absences may be granted by the membership of the SCREC by a majority vote of the SCREC at which a quorum is present.

(d) Once granted the excused absence, that committee member shall be treated as present only for the purpose of meeting the committee member's individual attendance requirements.

(e) Authorization to grant such excused absences may not be delegated by the SCREC; except

upon the affirmative vote of two-thirds (2/3) of the members of the SCREC present and voting at a regularly called meeting thereof.

(f) Such delegation of authority may be rescinded at any time upon the majority vote of the SCREC or by the action of the Chair of the Republican Party of Florida.

#### **ARTICLE VI: QUORUM**

**Section 1** - Forty percent of the members of the SCREC shall be present to constitute a quorum. At no time shall less than 40 percent of the members constitute a quorum.

**Section 2** - Use of proxies - There shall be no use of proxies at SCREC Meetings.

#### **ARTICLE VII: POWERS AND DUTIES OF THE SCREC**

**Section 1** - To adopt a constitution by two-thirds (2/3) vote of the full committee. County constitutions shall be reviewed and adopted at the beginning of each four year term. If a County Executive Committee fails to adopt and file with the Republican Party of Florida a County Constitution that is not in conflict with;

- (a) Florida Statutes, or
- (b) the Constitution of the Republican Party of Florida, or
- (c) the Rules of Procedure of the Republican Party of Florida or
- (d) the RPOF County Model Constitution,

(e) In case of a conflict between the RPOF County Model Constitution and the SCREC Constitution, the RPOF Model Constitution shall prevail and be binding on all members' unless the SCREC Constitution is revised.

**Section 2** - To adopt such bylaws as they may deem necessary by majority vote of the full SCREC. Such By-laws may not be in conflict with Florida Statutes, the RPOF Constitution, the RPOF Rules of Procedure, or the RPOF Model County Constitution.

**Section 3** - To conduct regularly scheduled meetings as required under this constitution. Special meetings may be called by the Chair, Vice Chair or upon signed petition of 20% of the membership of the SCREC, provided there is written notice of ten (10) days given to all members of the SCREC and the subject of the special meeting is announced in the notice. Any petition to call a special meeting must identify the date and subject of the proposed special meeting, and the subject of the proposed special meeting must be within the authority of the SCREC. A copy of the signed petition shall be submitted to all members of the SCREC in conjunction with the notice for the meeting. A quorum for such meeting is required.

**Section 4** - To make party nominations when required by law.

**Section 5** - To conduct campaigns for Republican state or local candidates selected by the party at the final primary election.

**Section 6** - To raise and expend party funds for the maintenance and administration of the Sumter County party organization. However, that no funds may be spent by a committee except for bona fide services or material rendered to and received by the SCREC for the advancement of the party organization.

**Section 7** - To approve the necessary subcommittees.

**Section 8** - The chair and treasurer of the SCREC shall be accountable for the funds of the SCREC and jointly liable for their proper expenditure of authorized purposes only. All financial transactions shall require two authorized signatures. They shall furnish adequate bond, but not less than Five Thousand (\$5,000) Dollars, conditioned in effect upon the faithful performance by such party officer of this duty and for this faithful accounting for party funds. Bonds for chair and treasurer of the SCREC shall be filed with the Sumter County supervisor of elections. The treasurer of the SCREC shall maintain accurate records evidencing receipt and disbursement of all party funds received by the party, and such records shall be publicly audited at the end of each calendar year and a copy of such audit filed with the supervisor of elections and the State Executive Committee prior to April 1st of the ensuing year.

**Section 9** - The chair of the SCREC shall, within thirty (30) days following each regular or special meeting of the SCREC, furnish the State Executive Committee of the Republican Party a copy of the minutes of such meeting, along with a report showing the record of attendance of the meeting and any action taken by the committee to excuse the absences of its membership.

**Section 10** - The chairman of the SCREC shall furnish the State Executive Committee, within thirty (30) days of filing, a copy of the cover sheet report of contributions and expenditures required by F.S. 106.29.

**Section 11** - The SCREC shall annually appoint an audit committee from among its members. The Audit committee shall perform an audit of the financial affairs of the SCREC and cause the same to be made public.

#### **ARTICLE VIII: NOTICE**

Notice may be given via e-mail where a member has indicated to the Chair and/or Secretary that they would prefer to receive notice by this means. Once a member has made such an indication it is good until such time as the member indicates otherwise. To the extent such notice applies to a special meeting all required documentation pursuant to Article VII shall be attached to the e-mail notification.

#### **ARTICLE IX: AMENDMENTS**

Any amendments to this constitution shall be adopted by no less than two-thirds (2/3) of the members of the full SCREC, upon 10 days' notice of the purpose of the meeting.

#### **ARTICLE X: PARLIAMENTARY AUTHORITY**

The latest revision of "Robert's Rules of Order Newly Revised" shall be constituted as the authority governing the rules of procedure, except as otherwise limited by the laws of the State of Florida, the Rules of Procedure of the Republican Party of Florida, and the Constitution of The Republican Party of Florida and the constitution and the bylaws duly adopted by this organization.

#### **ARTICLE XI: RULES OF PROCEDURE**

Rules of procedure as to the establishment of an Executive Board, number of committee meetings, not less than six each calendar year including one each quarter, and any other activities of the SCREC not in conflict with the State Executive Committee's rules, the RPOF model constitution and applicable state statutes shall be adopted by a majority vote of the full SCREC.

#### **ARTICLE XII: PARTY AUTHORITY**

Final authority in all Republican Party matters and in the Party organization and/or government

not specifically otherwise delegated by Florida Statutes shall vest in the Republican State Executive Committee, but may be delegated by the Republican State Executive Committee to the SCREC in such manner and to such boards and/or committees as it shall from time to time determine by State Party Rule.

This Constitution of the SCREC was duly adopted by the membership of the said committee this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_\_, at which a quorum of the membership was present.

Chair: SCREC

Date \_\_\_\_\_

Attest: Secretary

Date \_\_\_\_\_



# APPENDIX A

## Primary Election Guidelines for Candidate Presentations to the Sumter County Republican Committee

Adopted November 4, 2015

Providing understanding and engaging Republican supporting residents of Sumter County to actively involved in the selection of Republican Candidates for elective office at the local, state and national level, is a primary responsibility of the Sumter County Republican Executive Committee.

In every election cycle Sumter County has been fortunate to host a variety of national, state, and local political candidates and office holders.

These visits have provided unparalleled opportunities for our members to interact with and to learn about the candidates and how they would serve to represent our interests if elected.

To this end the SCREC agrees that hosting such visits remains consistent with our mission and strategic priorities.

The following guidelines will apply to all candidate requested visits and candidate presentations during the **primary election period** for all contested Republican seats at the National, State and Local levels.

- Visits will be coordinated through the SCREC Chair or their designee
- These guidelines will apply to candidates and any surrogates and/or family members representing the candidates
- At the discretion of the SCREC it may sometime be appropriate that more than one candidate will be invited at the same event
- Candidates or their representatives should submit a written request to the SCREC Chair in order to facilitate appropriate scheduling and agenda inclusion
  
- Each candidate will be limited to not more than fifteen minutes for their presentation including questions and answers.
- Candidates may not solicit donations as part of their presentation however they may request volunteer support
- Individual Executive Committee members may invite candidates to attend meetings. These appearances would not permit a candidate speech and will be limited to an introduction. However the opportunity for members to interact with a candidate prior to or immediately after the meeting is encouraged as long as prior notification has been given to the SCREC Chair.
- The SCREC reserves the right to decline requests from anyone who is deemed not to be a Republican in good standing as recognized by the RNC and the RPOF
- The opportunity to make a presentation to the SCREC is open to all Republican Candidates who have properly filed with the respective Election Commission
- The scheduling of a presentation by any Candidate does **not** constitute an endorsement by the SCREC
- Press coverage and any proceeding presentation publicity for any Candidate's presentation will be coordinated with and must be approved in advance by the SCREC Chair
- At all times during the primary election period all members and officers of the SCREC are reminded of their responsibilities consisted with the Constitution and Rules of the Republican Party of Florida and the Constitution and rules of the Sumter County Executive Committee.