

## STAFFORD COUNTY REPUBLICAN COMMITTEE

### BYLAWS

*Adopted October 20, 2014*

*Amended March 8, 2021*

*Amended April 12, 2021*

*Amended May 10, 2021*

*Amended August 12, 2024*

*Amended March 09, 2026*

#### **Article I: Qualifications for Participation in Party Actions**

All legal and qualified voters in Stafford County, Virginia regardless of race, religion, color, national origin, or sex who meet the requirements set forth in Article I of the Republican Party of Virginia Plan of Organization (the "State Party Plan") are qualified to participate as members of the Republican Party in its mass meetings, conventions, primaries, and party canvasses.

#### **Article II: The Committee**

1. There shall be a permanent committee known as the Stafford County Republican Committee ("SCRC"), established pursuant to the State Party Plan.
2. The SCRC shall determine whether candidates for local and constitutional public offices shall be nominated by mass meeting, Party canvass, convention, or primary. It shall call all regular and special mass meetings, Party canvasses, conventions, and make all arrangements therefore and, if a convention, determine the basis of representation. Authority to make such arrangements (other than a time and whether there shall be, and the requirements for, any prefiling) may, at the discretion of the Committee, be delegated to the Chairman. It shall cooperate with the Republican Party of Virginia State Central Committee, the Seventh District Republican Committee, and the Legislative District Committees within its boundaries in conducting all elections and fund-raising activities.
3. The SCRC shall be comprised of:
  - a. The SCRC Chairman;
  - b. The Vice Chairmen, Secretary, and Treasurer;
  - c. All elected Members; and
  - d. All elected public officials currently holding public office and residing in Stafford County who were nominees of the Republican Party for the office held;

4. The Former Chairmen of the SCRC, former Stafford elected Republican officials, and Republican--endorsed officials currently holding non--partisan public offices shall be granted non--voting, ex--officio membership status.
5. Members of the SCRC ("Members") shall be apportioned by precinct in accordance with the State Party Plan.

## **Article III: Membership**

### **1. General**

- a. Members must be members of the Republican Party in accordance with the qualifications set forth in Article I.
- b. Elected Members must be elected to the SCRC either at a biennial mass meeting called for the purpose of reconstituting the SCRC, or by a regular business meeting of the SCRC.
- c. Once elected a Member of the SCRC, the term of such Membership shall endure until the next biennial mass meeting called for the purpose of reconstituting the SCRC.
- d. Associate Members – An Associate Member shall meet all the requirements for Members of the Committee except for the attendance requirements of Article III, Section 5. Associate Members shall have all privileges of other Members except they shall not be entitled to a vote. Associate Members shall not count toward any limits on Precinct or At-Large Memberships, nor shall they be counted when establishing a quorum.

### **2. Membership Applications**

- a. Prospective Members must remit a completed membership application form, and any required dues payment, as included with the Official Call for the biennial Stafford County Republican Mass Meeting called for the purpose of reconstituting the SCRC and electing its Chairman, or
- b. Prospective Members who wish to join at a time other than the biennial mass meeting **must** submit a completed membership application form, and any required dues payment, to the Chairman or Secretary of the SCRC or to such person that may be designated for that purpose by the Chairman.
- c. An individual who joined the SCRC as an Associate Member but now desires to become a voting Member may become a voting Member without additional membership application. However, the individual must have paid an additional \$25 dues and be approved by a majority vote of the SCRC Members present at the regular business

meeting in which the vote is called.

### 3. Membership Vetting Procedures

- a. The Nominations Committee shall be responsible for examining membership applications to ensure adherence to required qualifications for participation in Republican Party actions set forth in Article I.
- b. This examination must include, at a minimum, a check against available voting records for participation in non--Republican primary elections and checking the Republican Party of Virginia database for indication of non--Republican political activity.

Note: Supporting a candidate running against a Republican-endorsed candidate will be considered non-Republican political activity.

- c. By majority vote of its members, the Nominations Committee shall issue a report to the mass meeting or SCRC, as applicable, indicating the Committee's considered judgment about which prospective Members meet the Article I qualifications, and which prospective Members do not, including reasons why.
- d. The Nominations Committee report shall constitute the nominations for election as Member(s) of the SCRC provided; however, that the Nominations Committee report is debatable and amendable, and any amendment adding to the names of qualified prospective Members shall be accepted unless defeated by a 2/3rds vote of the mass meeting or a 2/3rds vote of the SCRC members present at a regular business meeting of the SCRC. Any proposed amendment of a Nominations Committee report to a mass meeting that adds the name of any individual who has not properly pre-filed in accordance with the official call for that mass meeting shall be out of order.
- e. Membership applications submitted at any time other than for the biennial mass meeting, but at least two weeks ahead of an ensuing SCRC business meeting, shall be voted on at that SCRC business meeting. Applications submitted within two weeks of an ensuing SCRC business meeting shall be voted on at the next later business meeting, unless the Nominations Committee, in its discretion, reports that it has had sufficient time to conduct the examination required by Article III.3 for a vote to occur at the ensuing SCRC business meeting.

### 4. Dues

- a. Annual membership dues shall be \$50 for each voting Member of the Committee. However, those who are Members by virtue of being elected public officials residing in Stafford County who were **also** nominees of the Republican Party shall not be required to pay dues, although it is strongly encouraged that they do so.

- b. Payment of dues shall be made concurrently with pre-filing for membership in the SCRC ahead of a biennial mass meeting, in accordance with the provisions of the Official Call, and on the one-year anniversary of such mass meeting.
- c. Dues for new Members of the SCRC who joined during the 4<sup>th</sup> Quarter of the calendar year but before the biennial mass meeting or, in odd numbered years, the anniversary of the prior biennial mass meeting shall also be \$50. However, the Committee shall consider their payment of dues to count as “payment in full” for the upcoming calendar year. For avoidance of doubt, any person availing themselves of this procedure will still owe the full amount of annual dues at the next biennial mass meeting or its anniversary date.
- d. Annual membership dues for Associate Members shall be \$25.
- e. A Member whose dues have become past due may not vote in SCRC business meetings. However, the vote of that person may be immediately restored upon payment of dues owed.

## 5. Absences

A Member automatically loses his/her status as a voting Member if absent three (3) consecutive meetings without representation by a person holding a valid proxy for that Member. Membership may be restored without additional membership application or payment of dues by a majority vote of the SCRC Members present at the regular business meeting in which the vote is called. For this section, a meeting shall include all properly called meetings of the SCRC at which roll is called, whether or not a quorum is present.

## 6. Proxies.

A Member may be represented at SCRC business meetings, or meetings of Standing Committees, by proxy, provided that:

- a. no single individual may hold more than one proxy at any meeting;
- b. the proxy holder meets the qualifications for and is currently a Member in the Committee;
- c. where membership on the Committee or subcommittee is contingent upon residence in a particular election district or organization, the proxy holder must be a member of the same election district or organization represented by the absent member of the committee;
- d. proxies are not allowed during biennial mass meetings; and

e. the proxy reads substantially as follows and is signed by the maker thereof:

I, \_\_\_\_\_, the undersigned of Stafford County and residing in the \_\_\_\_\_ magisterial district, do hereby constitute and appoint \_\_\_\_\_ as my true and lawful attorney at a meeting of the Stafford County Republican Committee or at any adjournments thereof on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_. I hereby revoke and cancel any other Proxy, which may have heretofore been given by me to vote my interests, at the aforementioned meeting of the Stafford County Republican Committee. Any other undated or previous Proxy given by me is also hereby revoked.

**(REQUIRED - INITIAL ONE SECTION ONLY)**

\_\_\_\_\_ PROXY TO ESTABLISH A QUORUM ONLY. This proxy may be used only to establish a quorum at the meeting specified above or at any adjournment thereof and may not be used by anyone to vote on my behalf.

\_\_\_\_\_ PROXY HOLDER DISCRETION. This proxy may be used to establish a quorum at the meeting specified above and to authorize my proxy, in his/her discretion, and in my name, place, and stead to vote any matter properly brought before the meeting or at any adjournment thereof with all the power I should possess, if personally present.

**Inclusion of the power of substitution is discretionary with the member.**

Such Proxy shall have full power of substitution if they are unable or decline to serve as my Proxy, using the Proxy Holder Substitution form below.

\_\_\_\_\_ Initial only if you desire to grant your Proxy the power of substitution.

\_\_\_\_\_ (signature of Committee Member)

**Proxy Holder Substitution (Use only if Proxy Holder is unable or declines to serve as Proxy):** The Proxy Holder named above is unable or declines to serve as Proxy hereunder and hereby assigns this proxy to and substitutes as Proxy Holder hereunder the following person: \_\_\_\_\_.

\_\_\_\_\_  
Proxy Holder's Signature

\_\_\_\_\_  
Date

## 7. **Removal**

Any Member, including the Chairman or other officers, may be removed from office by the vote of two-thirds (2/3) of the other Members of the Committee, after being furnished with notice that such removal will be sought, with the charges, in writing, signed by not less than one-third (1/3) of the Members; and allowing thirty (30) days within which to appear and defend against the charges.

## 8. **Duties**

- a. Each Member is expected to provide at least ten (10) hours of volunteer work in the furtherance of Republican Party activities during each calendar year. Such activities are exclusive of attendance at Committee meetings but include, though they are not limited to, assisting candidates for federal, state or local offices.
- b. It shall be the responsibility of each Member to attend all meetings of the Committee and be informed about all relevant Party matters, to the best of their ability.

## **Article IV: Committee Officers**

### 1. **Chairman**

- a. The Chairman shall be elected by a majority of the biennial mass meeting called for the purpose of reconstituting the SCRC. Nomination for Chairman shall be allowed for any person meeting the qualifications set forth in Article I.
- b. The Chairman shall issue calls adopted by the SCRC for mass meetings, party canvasses, or conventions and shall preside until a temporary organization is established. See Article VIII, Section A of the State Party Plan. In the case of such an activity for an election district in which the Chairman is not a registered voter, the Chairman shall designate a representative who is a registered voter of that election district to preside until temporary organization is established.
- c. The Chairman shall convene the SCRC when required, but in no event less than once during each calendar quarter, with no more than four (4) months between each meeting and shall preside over the meetings of the Committee. He shall be responsible for sending notice of the call for a Committee meeting to all members of the Committee, which shall include the agenda for the meeting.
- d. The Chairman may appoint members and officers of ad hoc committees as may be advisable to handle discrete actions for the SCRC, as required. Ad hoc committee duties, duration and responsibilities will be defined by the Chairman. Such appointments may be overruled on a motion passed by majority vote of the SCRC Members present at the

meeting.

- e. The Chairman shall carry out all other duties established by law or the State Party Plan, in close consultation with the Committee and its other officers.
- f. Should the office of Chairman become vacant, the Committee shall conduct a mass meeting for the purpose of electing a new Chairman within 45 days of the position becoming vacant.

## 2. **First Vice Chairman**

- a. The First Vice Chairman shall be a Member elected to this position by a majority vote of the SCRC at its first business meeting following the biennial mass meeting called for the purpose of reconstituting the SCRC, or as soon as practicable after the position may be vacated.
- b. The First Vice Chairman shall perform the duties of the Chairman if the Chairman is unable or should the office of Chairman be vacant.
- c. The First Vice Chairman shall serve on the Executive Committee and shall preside over the Election Day Operations Committee.
- d. Other duties as assigned by the Chairman.

## 3. **Second Vice Chairman**

- a. The Second Vice Chairman shall be a Member appointed to this position by the Chairman, serving at the pleasure of the Chairman.
- b. The Second Vice Chairman shall serve on the Executive Committee and shall otherwise provide advice and counsel to the Chairman and other members of the Executive Committee.
- c. Other duties as assigned by the Chairman.

## 4. **Secretary**

- a. The Secretary shall be a Member elected to this position by a majority vote of the SCRC Members present at its first business meeting following the biennial mass meeting called for the purpose of reconstituting the SCRC, or as soon as practicable after the position may be vacated.

- b. The Secretary shall serve on the Executive Committee and shall preside over the Nominations Committee.
- c. The Secretary shall be responsible for determining whether a quorum exists for all regular business meetings or other meetings for which a roll call is taken.

## 5. **Treasurer**

- a. The Treasurer shall be a Member elected to this position by a majority vote of the SCRC Members present at its first business meeting following the biennial mass meeting called for the purpose of reconstituting the SCRC, or as soon as practicable after the position may be vacated.
- b. The Treasurer shall serve on the Executive Committee and shall preside over the Finance Committee.

## **Article V: Standing Committees**

### 1. **Executive Committee:**

- a. The Executive Committee shall be charged with carrying out the business of the SCRC between regular business meetings of the SCRC, or in instances when waiting to act until the next SCRC business meeting would be impractical.
- b. The Executive Committee shall consist of the Chairman; the Vice Chairmen; the Magisterial District Chairmen; the Secretary; the Treasurer; the immediate past Chairman; and any members of the State Central Committee residing in Stafford County.
- c. By a majority vote of the total number of its members (regardless of how many are in attendance) the Executive Committee may authorize an expenditure of funds by the SCRC.
- d. The Executive Committee shall meet at the call of the Chairman, or at the call of any four Executive Committee members. Only the Chairman, Vice Chairmen, Secretary, and Treasurer shall be counted for purposes of establishing quorum. Three of the four officers present shall constitute a quorum. The Executive Committee may conduct its business telephonically.

### 2. **Nominations Committee:**

- a. The Nominations Committee shall be responsible for vetting applications for membership, delegate prefile forms, and nominees for public or Republican Party office as a means of enforcing the provisions of Article I, including but not limited to the

provisions set forth in Article III.

- b. The Secretary shall be the presiding officer for meetings of the Nominations Committee, which shall meet in a place and time proposed by the Secretary. Such meetings shall not be considered business meetings of the SCRC and may be conducted telephonically.
- c. The Chairman shall appoint the Members, other than the Secretary, of the Nominations Committee. Such appointments shall be made in a way calculated to ensure as much as possible that the membership of the Nominations Committee is representative of the SCRC as a whole. There shall be an odd number of total members of the Nominations Committee.

### **3. Magisterial District Committees:**

- a. A standing committee is hereby created for each magisterial district within Stafford County. Each Magisterial District Committee (“MDC”) shall be comprised of all Members who reside in the respective magisterial district.
- b. Each MDC has primary responsibility for Election Day Operations in their respective magisterial district.
- c. The SCRC’s authority to decide methods of nominations for candidates for the Board of Supervisors is hereby delegated to each respective MDC.
- d. Each MDC shall have a Chairman elected by members of the MDC at the first business meeting of the SCRC after the biennial mass meeting called for the purpose of reconstituting the SCRC. Each MDC shall elect other officers and appoint subcommittees as it sees fit to carry out the duties of the MDC.
- e. Should a MDC Chairman position become vacant, the SCRC Chairman may appoint an interim MDC Chairman to serve until the biennial mass meeting or, in odd numbered years, the anniversary of the prior biennial mass meeting. At that point, the members of the MDC shall elect a permanent Chairman per Article V.2.d.

### **4. Election Day Operations Committee:**

- a. The Election Day Operations (“EDO”) Committee shall be responsible for organizing electioneering efforts on behalf of Republican nominated and endorsed candidates during the early voting period and on election day.
- b. The EDO Committee shall also endeavor to ensure as much Republican coverage as possible inside polling places for purposes of ensuring election integrity and to support election day turnout efforts.

- c. The EDO Committee shall also endeavor to coordinate with Republican candidates and other Republican Party organizations to support post-election efforts, including recounts.
- d. The EDO Committee shall be comprised of the First Vice Chairman as presiding officer, each MDC Chairman, and up to two additional voting members to be appointed by the Executive Committee.

## 5. **Finance Committee:**

- a. The Finance Committee shall be comprised of the Treasurer and any financially competent Members who may from time to time support the accounting and reporting functions of the Treasurer.
- b. The Finance Committee shall, independently of the Treasurer, conduct an annual internal review of the books and accounts of the SCRC during the 4<sup>th</sup> calendar quarter of each year and report their findings to the Executive Committee.

## 6. **Fundraising Committee:**

- a. The Fundraising Committee is responsible for all fundraising activities, small and large, from internal committee fundraising to community supporting small business outreach.
- b. The Fundraising Committee members shall be comprised of members appointed by the Chairman.

## 7. **Events Committee:**

- a. The Events Committee shall be responsible for planning and hosting all public events of the SCRC, including but not limited to rallies and social events.
- b. The Events Committee shall be comprised of members appointed by the Chairman.

## 8. **Membership Committee:**

- a. The Membership Committee is responsible for first contact of visitors to committee meetings, contacts generated from public event venues, inquiries from the SCRC website and other outlets.
- b. The Committee is also responsible for the onboarding of members to ensure continuity, connection with geographical Magisterial District and expressing to the new member opportunities to volunteer within the SCRC.

- c. The Membership Committee shall be comprised of members appointed by the Chairman.

## **Article VI: Miscellaneous**

1. **Parliamentary Order.** The SCRC shall be governed by the State Party Plan, these bylaws, and by Robert's Rules of Order, Newly Revised (12<sup>th</sup> Ed), in that order of descending precedence.
2. **Quorum.** Quorum for SCRC business meetings shall consist of 20% of voting Members in good standing in attendance at a properly called meeting.
3. **Limitation of SCRC Involvement in Intra-Party Contests.**
  - a. No SCRC funds shall be contributed to any candidate in a Republican nomination contest or to any candidate competing for a Republican Party office.
  - b. The SCRC shall not make any endorsement of a candidate in a Republican nomination contest or of any candidate competing for a Republican Party office.
  - c. Individual Members, including the Chairman, may endorse the candidates referenced above in (a) and (b) provided that such endorsement is in that Member's personal capacity and is not made to appear to be offered on behalf of the SCRC.
4. **Amendment.** These bylaws may be amended by a vote of two-thirds of the Members present at a meeting called for such purpose, provided that notice of the specific amendments to be made has been made to the Members at least one week in advance of the meeting at which it will be considered.
5. **Membership List.** Any Member in good standing may request, and the Secretary shall provide, a copy of the list of all Members maintained by the Secretary, to include relevant contact information. Members must treat this list as confidential and shall pledge to not disclose such list to any non-Member. Notwithstanding the foregoing, the Chairman may, if requested, provide the Membership List to Republican candidates and to the Seventh Congressional District Committee or to the Republican Party of Virginia.