

# Lincoln County Plan of Organization

Revision 1

Revised to be in Accord with the North Carolina Party Plan of Organization  
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Lincoln County Republican Party Executive Committee, Approved by  
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# **Lincoln County Republican Party Plan of Organization**

## **PREAMBLE**

We, the Members of the Lincoln County Republican Party of North Carolina, dedicated to the sound principles fostered by that party, conscious of our civic responsibilities and rights, firm in our determination to give our strength to preserving the American principle that government ought and must be of all the people, by all of the people and for all of the people do, for the purpose of uniting and coordinating our efforts for maximum power and efficiency, herewith establish this instrument, The Plan of Organization of the Lincoln County Republican Party of North Carolina.

## **ARTICLE I - MEMBERSHIP**

All citizens of Lincoln County North Carolina who are registered Republicans are Members of the Republican Party of North Carolina and shall have the right to participate in the official affairs of the Republican Party in accordance with these rules. All reference herein to Delegates, Alternates, Officers and Members shall, in all cases, mean persons identified and registered with the Republican Party in the Precinct of their residence. Any person running for an office within the North Carolina state, district legislative, county or precinct Republican Party shall be a resident of the jurisdiction in which he seeks office.

## **ARTICLE II - PRECINCT ORGANIZATION**

### **A. ANNUAL PRECINCT MEETINGS**

#### **1. Call for Meeting**

In every year, the County Chairman shall call Precinct Meetings during the months of February or March, after giving 10 days written notice to each Precinct Chairman and by notice in a newspaper of general circulation within the County as provided for in Article VII.A.4 of the North Carolina State Plan of Organization, and the Precinct Chairs also be informed as to the number of registered Republicans entitled to cast votes at the county convention, and in accordance with Article VII.A.4 of the North Carolina State Plan of Organization. Failure of the County Chairman to act in compliance with the provision above shall be cause for any Member of the County Executive Committee to call said Precinct Meetings by notice in a newspaper of general circulation within the County as provided for in Article VII, A.4 of the North Carolina State Plan of Organization. Every Republican registered prior to January 31 preceding the Meetings shall be entitled to cast 1 vote, except that the January 31 requirement shall not apply to residents who have moved into the Precinct within 30 days of the Precinct Meeting.

## 2. Election of Precinct Officers

At odd-year Precinct Meetings, at which a quorum is one person, attendees shall elect a Precinct Committee consisting of a Chairman, Vice-Chairman, Secretary and as many Members-at-Large as deemed necessary to conduct the business of the Precinct. Members of the Precinct Committee shall hold their offices for 2 years or until their successors are chosen.

## 3. Election of Delegates

The annual Precinct Meetings shall elect 1 Delegate and 1 Alternate to the County Convention. They shall also elect 1 additional Delegate and Alternate for each 100 registered Republican voters, or major fraction thereof, in the precinct as of the date specified in the State Plan of Organization.

## 4. Duties of Officers

The Chairman and Secretary of each Precinct shall certify the election of Officers, Committee Members, and Delegates and Alternates to the County Convention, on forms stipulated by the State Central Committee and furnished by the County Chairman. Complete credentials shall be in the hands of the County Secretary by the deadline set by the County Chairman, which shall be at least 2 days prior to the Credentials Committee Meeting, unless the Precinct Meetings and the County Convention are held on the same day. No Delegate or Alternate shall be added to the Credentials List following the adjournment of the Precinct Meeting. This delegate list shall be made immediately available to any Republican candidate, at that candidate's reasonable expense, along with a confidentiality and use agreement that said list will be used only for Republican activities related to the candidate's run for office.

## 5. Other Precinct Meetings

- a. Other Meetings of the Precinct general Membership may be held at such time as shall be designated by the Chairman of the Precinct Committee after giving 5 days notice of such Meeting in a newspaper of general circulation within the County, or by such other method of notification as may be specified in the County Plan of Organization; or upon similar call of 1/3 of the Members of the Precinct Committee, or 10 Members of the general Precinct Membership.
- b. In the event a Precinct fails to properly organize or the Precinct Chairman fails to act, the County Chairman shall appoint a Temporary Precinct Chairman who shall serve for a period not to exceed 60 days, during which time a County Executive Committee meeting shall be called and a new Precinct Chairman shall be elected by the County Executive Committee. All County Executive Committee members present at a County Executive Committee meeting called for the purpose of electing a new Precinct Chairman may vote in the election; there is no requirement for a voting County Executive Committee member to be registered in the precinct for which a new Precinct Chairman is being elected.

## B. PRECINCT COMMITTEE

### 1. Duties of Committee

The Precinct Committee shall cooperate with the County Executive Committee in all elections and Party activities, provide the County Chairman with a list of Party Members within the Precinct suitable for appointment as Election Officials, and promote the objectives of the Party within the Precinct.

## 2. Duties of Officers

The Chairman of the Precinct Committee, with the advice and consent of the Precinct Committee, shall have general supervision of the affairs of the Party within the Precinct, shall preside at all Meetings of the Precinct, and shall perform such other duties as may be prescribed by the Precinct Committee or the County Executive Committee. The Vice-Chairman shall function as Chairman in the absence of the Chairman. The Secretary shall keep all minutes and records and shall maintain a list of registered Republican voters and workers within the Precinct, unless otherwise provided by the Precinct Committee or the County Executive Committee.

## 3. Vacancies and Removals

- a. Vacancy due to death, resignation, discontinuance of residency within the Precinct, removal of any Officer, or Member of the Precinct Committee, or for any other reason, shall be filled by the remaining Members of the Precinct Committee.
- b. The procedure for removal of any Member or Officer is defined in Article VII A.7 of the North Carolina State Plan of Organization. Such removal maybe appealed to the County Executive Committee within 20 days and their decision shall be final.

# ARTICLE III - COUNTY ORGANIZATION

## A. ANNUAL CONVENTION

### 1. Call of Convention

- a. A County Convention shall be called every year by the Chairman of the County Executive Committee, at a suitable location within the county, within the month of March, at least 10 days prior to the scheduled District Convention, and following procedures given in Article VII, A.4.
- b. At the time of the call of the Convention, the County Chairman, with the advice and consent of the Executive Committee, shall appoint a credentials committee consisting of no less than 3 people, which will meet and issue its report on Delegates and Alternates certified to that Convention at least 3 days in advance of the convening of the Convention, unless a County holds its Precinct Meetings and County Convention on the same day. All Delegates and Alternates challenged in the report of the Credentials Committee shall be notified prior to the convening of the Convention and allowed to present their case to the Credentials Committee prior to the convening of the Convention. The Delegates and Alternates elected at the Precinct Meetings, unless successfully challenged, shall sit as Delegates and Alternates to the County Convention.

- c. If the county chairman fails, refuses or neglects to call a County Convention as required by this Article, it shall become the duty of the Vice-Chairman to act in this capacity. The Vice-Chairman shall follow procedures given in Article VII, A.4 of the North Carolina State Plan of Organization. If the County Chairman or Vice-Chairman does not call such a Meeting, it shall be cause for any Member of the County Executive Committee, with the approval of the Congressional District Chairmen, to call such County Convention.

## 2. Convention Action

- a. The County Convention shall adopt or amend a written County Plan of Organization not inconsistent with the State Plan of Organization, a current copy of which shall be on file at County Headquarters and at State Headquarters. If the County Convention fails to adopt a written County Plan of Organization, the previously adopted County Plan of Organization shall remain in effect, to the extent not inconsistent with the State Plan of Organization. Failure to comply may result in the County Delegation not being seated at the State Convention by the Credentials Committee. Failure of the County Republican Party to submit a County Plan to the NCGOP State Headquarters, within 30 days of its adoption, by certified United States mail, return receipt requested, shall constitute agreement by the County Party to adopt the State Plan of Organization for the county.

### b. Elections

- i. In every odd-numbered year the County Convention shall elect a Chairman and Vice-Chairman, a Secretary, a Treasurer and such other Officers as may be deemed necessary, who shall serve for a term of 2 years or until their successors are elected.
- ii. In every odd-numbered year the County Convention shall also elect 5 Township Chairmen who shall be residents of their respective townships, in addition to the County Officers, who shall hold their places for a term of 2 years or until their successors are elected. These voters are also members of the County Executive Committee
- iii. Three additional voters will be elected as additional delegates to the State Executive Committee. These voters are also members of the County Executive Committee. They shall serve for a term of 2 years or until their successors are elected. These delegates to the State Executive Committee may also be Township Chairmen.
- iv. The County Convention shall elect 1 Delegate and 1 Alternate to Congressional District and State Conventions, plus 1 additional Delegate and Alternate, as provided in the State Plan of Organization, registered in that county, as of January 1 of that year. Each County shall further elect 1 Delegate and Alternate for each Republican elected to the state legislature and to public office on the state or national level from said County in the last election held for that office. With respect to the District Convention, the additional 1 delegate and 1 alternate shall only be elected to the District Convention being held in the District in which said Republican elected to the state legislature and to public office on the state or national level actually lives.
- v. If the County becomes divided between 2 or more Congressional Districts, it shall prorate its Delegate vote among these Congressional Districts in accordance with the

Republican registration as of January 1 of that year in the political subdivisions within the County which have been divided among the different Congressional Districts. Delegates elected to a Congressional District Convention, in addition to the other qualifications which they must meet, must reside in the Congressional District to whose Convention they are elected. The Delegates to the County Convention from the political subdivisions in different Congressional Districts shall elect the Delegates to their own Congressional District Convention.

### 3. Credentials

The Chairman and Secretary of the County Executive Committee shall certify the election of Officers, Committee Members, Delegates, Alternates and Precinct Chairs to the District and State Conventions, on forms furnished by the State Central Committee and in conformance with Article VII of the North Carolina State Plan of Organization. Completed Credentials shall be in the hands of the Congressional District Secretary and the State Headquarters by the deadline set by the State Chairman. All County Credentials for the State Convention should be mailed to State Headquarters no later than 10 days following the date of the County Convention or the deadline set by the State Chairman, whichever date comes first. The postmark date will be used to determine compliance for mailed credentials. No Delegates or Alternates shall be added to the Credentials list following the adjournment of the County Convention. Copies of all newspaper notices, in addition to a list of county and precinct officers, shall be submitted to the NC Republican Party and all applicable Congressional District Committees along with County Credentials.

### 4. Convention Fee

For each person who is elected at a County Convention to be either a Delegate or an Alternate to the State Convention, the County shall forward to the State Party a fee set by the State Central Committee to defray the costs of mailing Convention materials to such elected Delegates and Alternates. The County Party may recover this fee from the Delegates and Alternates following their election.

## B. COUNTY EXECUTIVE COMMITTEE

### 1. Membership

The County Executive Committee shall consist of the County Officers and other persons elected by the County Convention in accordance with Article III A.2 of the North Carolina State Plan of Organization and as previously provided in this plan, and the County Finance Chairman. The chairpersons of each recognized Republican club in the county shall be advisory members of the County Executive Committee.

### 2. Powers and Duties

The County Executive Committee shall cooperate with the District and State Committees in all elections and Party activities; shall encourage qualified candidates for office within the County; shall adopt a budget; and shall recommend nominees to the State Chairman for appointments for County Board of Election; and shall have active management of Party affairs within the County. It shall approve a Finance Committee and an Auditing

Committee of not less than 3 Members each and may approve such other Committees as may be deemed necessary. The County Chairman and Vice-Chairman shall be Ex-officio Members of all Committees indicated in this paragraph. In the event that it is determined that the County Plan of Organization is not consistent with the State Party Plan of Organization, the County Executive Committee must at the next called meeting bring the County Plan of Organization into compliance with the State Party Plan of Organization. Under any circumstances, the County Plan of Organization must be brought into compliance within 90 days. The County Republican Party shall submit, by certified United States mail, return receipt requested, the county plan of organization, and amendments thereto, to the NCGOP State Headquarters within 30 days after their adoption, in order for the Plan and/or amendment to be considered valid.

### 3. Meetings

The County Executive Committee shall meet at least once per quarter upon call of the County Chairman after giving 10 days notice to all Members; or upon similar call of 1/3 of the Members of the Committee. A quorum for the transaction of business shall be one third of the County Executive Committee. The current edition of Robert's Rules of Order Newly Revised shall govern all proceedings, except when inconsistent with the State Plan of Organization or Committee Rules properly adopted.

### 4. Duties of Officers

- a. The Chairman of the County Executive Committee, with the advice and consent of the County Executive Committee, shall have general supervision of the affairs of the Party within the County. The Chairman shall issue the call for Precinct Meetings and the County Convention, and Executive Committee Meetings, and shall preside at all the Meetings of the County Executive Committee. The Chairman shall appoint a Finance Chairman, Auditing Committee (subject to the advice and consent of the County Executive Committee) and any other Chairman deemed necessary to conduct the business of the County Executive Committee. The Chairman shall further appoint a Temporary Chairman of the County Convention, who may be himself. The Chairman shall make periodic reports on the status of the Party within his County to the District Chairman. The Chairman shall be responsible for the creation and maintenance of a Republican organization in every Precinct within his County. The Chairman shall obtain and preserve a list of all registered Republicans within the County and shall perform such other duties as may be prescribed by the County, District, or State Committees; the County Chairman shall be an "Ex-officio" Member of all Committees.
- b. The Vice-Chairman shall function as Chairman in the absence of the Chairman and shall have such other duties as may be prescribed by the County Executive Committee. The Vice-Chairman shall be an "Ex-officio" Member of all Committees but shall not be counted for purpose of a quorum.
- c. The Secretary shall keep all minutes and records and shall maintain a roster of all Precinct Officers and Executive Committee Members. Such records shall be available, including all Credentials Lists upon request, to any registered Republican within the County. The Secretary shall furnish to the Congressional District Chairman and to State Headquarters up-to-date lists of all Precinct Chairmen.

- d. The Treasurer shall receive and disburse all funds for Party expenditures pursuant to authority duly given by the County Executive Committee, shall make a financial report at all County Executive Committee Meetings and shall fulfill all financial reports and obligations required under State and Federal election laws.

#### 5. Vacancies and Removals

- a. Vacancy due to death, resignation, discontinuance of residency requirement, removal of any Officer or Member of the County Executive Committee, or for any other reason, shall be filled by the remaining members of the County Executive Committee.
  - b. The procedure for removal of any Member or Officer is defined in Article VII A.7 of the North Carolina State Plan of Organization. Such removal may be appealed to the State Central Committee within 20 days and their decision shall be final.
6. Executive Committee members elected to public office shall resign from the Executive Committee. Executive Committee Members running for partisan elective office shall recuse themselves from party activities until after the Primary.

### C. COUNTY FINANCE AND AUDITING COMMITTEES

#### 1. Finance Committee

The County Finance Committee shall be composed of the County Finance Chairman, the County Chairman, County Vice-Chairman, the County Treasurer, and not less than 3 persons approved by the County Executive Committee. They shall cooperate with the Congressional District and State Finance Committees and shall have active management of fund-raising efforts within the County.

#### 2. Auditing Committee

The members of the Auditing Committee shall be nominated by the County Chairman and the names shall be presented for the advice and consent of the County Executive Committee. The Auditing Committee, once approved, shall conduct a yearly review of the financial records of the County and report such review to the County Executive Committee for approval. The review to be conducted shall be of the type and nature which the Auditing Committee, in its discretion, deems appropriate.

### D. GENERAL ADMINISTRATIVE DIRECTIONS

For General Administrative Directions applicable to counties, refer to ARTICLE VII - GENERAL ADMINISTRATIVE PROCEDURE of the North Carolina State Plan of Organization, which is the controlling document in all cases.

### E. WRITTEN NOTICE

Individuals entitled to receive written notice under this plan may elect to receive notification by other means in lieu of written notice. This may be requested via written notice to the

secretary of the entity required to give written notice; however, this waiver is revocable at any time by sending written notice of the revocation to the secretary.

**Lincoln County Plan of Organization Review Committee**

Charles Newman, Chairman

Martin Oakes

Jason Saine