

**Constitution and By Laws  
Of the  
Manchester Republican Committee**  
Proposed 11/ 2004  
Adopted 2/05

**Article 1  
Name and Purpose**

- Section 1:** The name of this organization is and shall be **The Manchester Republican Committee.**
- Section 2:** The aim and purpose of this committee is to support all **Republican** candidates for public office and to assist, with all reasonable means of this committee, in securing the election of all duly nominated **Republican** candidates
- Section 3:** The word committee in this document shall mean **The Manchester Republican Committee** unless modified in context.

**Article 2  
Membership**

- Section 1:** Membership shall be open to all registered **Republicans** residing in Manchester NH.

**Article 3  
Officers**

- Section 1:** Officers of the Committee shall be: A Chair, a First Vice Chair, A Second Vice Chair, a Treasurer, and a Secretary.

**Article 4  
Executive Board**

- Section 1:** The Executive Board shall, in addition to the five (5) officers, consist of the chairs of each ward, or in the event of the absence of the ward chair at any given meeting of the Executive board, his or her proxy shall be the ward vice chair, and a Parliamentarian appointed by the Chair.
- Section 2:** In addition, all elected **Republican** office holders, less ward level office holders, residing in Manchester, The Presidents of the State and local Federation of **Republican** Women if Manchester residents, the Chairs of state and local **Young Republicans**, if Manchester residents shall be welcomed as voting members of the Executive board.
- Section 3:** The Executive Board, in the event of a vacancy, shall recommend a person to fill it. At their discretion, they may elevate an existing officer to the vacant position and recommend a person to fill the office then left vacant.

## Article 5 Duties of Officers

- Section 1:** The Chair shall preside at all meetings of the committee and the Executive Board and shall represent the committee in all matters of concern to the committee. The Chair shall be sole spokesman of the committee. The Chair shall have blanket supervision over all matters pertaining to appointments of standing sub committees and the chairs of such. The Chair shall appoint, at the month of September meeting, a nominating sub committee consisting of at least three (3) but not more than 5 (five) members, for the purpose of nominating committee members to serve as officers for the following year. Currently serving officers may be nominated for consecutive terms. The chair of the nominating sub committee shall present a slate of names for nomination at the November meeting of the committee.
- Section 2:** The First Vice Chair shall, in the absence of the Chair, perform all duties of the Chair until the return of, or replacement of, the Chair.
- Section 3:** The Second Vice Chair shall serve as Finance officer, under the direction of the Chair, and in the event of the absence of both the Chair and First Vice Chair, shall perform all of their duties until their return or replacement.
- Section 4:** The Secretary shall accurately record minutes of all meetings of the Executive board and of the Committee, and shall produce copies of such minutes for distribution at the next meeting of each. The Secretary shall also conduct all correspondence of each and shall preserve all records of minutes and correspondence and shall turn over these records to his or her successor. The secretary shall also maintain an accurate roster of attendance at all meetings. The secretary shall notify the members of both the Committee and the Executive Board, via mail, e mail, or press release of all meetings that they are expected to attend, in a timely manner as described in Article 6. All records kept by the Secretary are and shall be the property of the Committee.
- Section 5:** The Treasurer shall receive ALL funds intended for the Committee and deposit same into the account in which they belong and shall pay all bills of the Committee upon approval by the chair. An accurate account of all monies shall be kept by the Treasurer and a written report of receipts and expenditures shall be presented to the Committee upon request of the Chair.
- Section 6:** It shall be the duty of all officers of the Committee to take a leave of absence from office if running in a contested primary election. This is to avoid the appearance of partisanship of the Committee. Return to the office held, after the primary election, shall be guaranteed.

## Article 6 Meetings

- Section 1:** Meetings of the Committee shall be convened on the ~~SECOND~~ <sup>THIRD</sup> WEDNESDAY of each month. Meetings shall be announced publicly, via mail, e-mail or press release, seven to ten days prior.

**Page 3**

**Section 2:** Meetings of the Executive Board shall be convened at the call of the Chair. They shall be called NO FEWER than once every two months. At least forty-eight hours notice shall be given to executive Board members prior to meetings.

**Article 7  
Elections**

**Section 1:** An annual meeting shall be convened on the Second Wednesday of the Month of January in each year for the purpose of electing officers of the Committee. Voting at the annual meeting only, and nominations of officers at the annual meeting, shall be restricted to members who have attended at least 3 (three) meetings of the Committee during the previous year.

**Section 2:** Nominations of officers of the Committee may be offered from the floor by any member of the Committee, at any meeting of the Committee, subsequent to the nominating committee report (except as noted in section 1), until nominations are closed.

**Section 3:** Nominees from the floor for any office MUST be present to accept nomination, OR, if unable to be present, may accept nomination in writing delivered to the Committee by the member nominating such member. The names for each office shall be placed on a ballot that shall be distributed to each eligible voter, as defined in section 1 of this Article.

**Article 8  
Quorums**

**Section 1:** A quorum of fifteen (15) members shall be necessary in order to conduct business at any meeting of the Committee.

**Section 2:** A quorum of five (5) members shall be necessary for the conduct of business at any meeting of the Executive Board, EXCEPT, no money shall be disbursed at any meeting unless at least seven (7) members are present and voting.

## **Article 9 Sub Committees**

**Section 1:** there shall be such sub committees, as the Chair shall appoint with the approval of the Executive Board. The Committee Chair shall appoint the Chair of each sub committee.

**Section 2:** There shall be a Membership sub committee consisting of no fewer than three (3) nor more than five (5) members.

**Page 4**

## **Article 10 Ward Committees**

**Section 1:** In the event that a ward committee representative fails to attend three consecutive Executive Board meetings, The Chair may appoint a temporary ward chair for the purpose of doing whatever is necessary to reactivate the ward and to hold elections within the ward.

## **Article 11 Amendments**

**Section 1:** Amendments to this Constitution and By Laws document may be made by a **favorable** vote of at least two thirds (2/3) of those present and voting at any meeting of the Committee, providing that a quorum is present and voting, and further providing that any proposed amendment has been presented in writing to the Secretary and read aloud to all present at the meeting immediately preceding the one at which a vote is to be taken. Copies of the proposed amendment shall be provided to the voting members and to the Executive Board at the meeting prior to the meeting at which a vote is to be taken.

## **Article 12 Conduct of Meetings**

**Section 1:** All meetings of The Manchester **Republican** committee and its Executive Board shall be conducted under Roberts Rules of Order unless other rules are accepted by the voting membership at the January meeting.

**73. Right of an Assembly to Eject any one from its Place of Meeting.** Every deliberative assembly has the right to decide who may be present during its session; and when the assembly, either by a rule or by a vote, decides that a certain person shall not remain in the room, it is the duty of the chairman to enforce the rule of order, using whatever force is necessary to eject the party.

The chairman can detail members to remove the person, without calling upon the police. If, however, in enforcing the order, any one uses harsher measures than is necessary to remove the person, the courts have held that he, and he alone, is liable for damages, just the same as a policeman would be under similar circumstances. However badly the man may be abused while being removed from the room, neither the chairman nor the society is liable for damages, as, in ordering his removal, they did not exceed their legal rights.