

# CONSTITUTION OF THE PALM BEACH COUNTY REPUBLICAN EXECUTIVE COMMITTEE

*As Approved at the November 11, 2013 Meeting of the Palm Beach County Republican  
Executive Committee*

## **ARTICLE I: Name of Organization**

The name of this organization will be the Palm Beach County Republican Executive Committee. It shall be constituted as the Executive Committee of the Republican Party within Palm Beach 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 purpose of this organization as a “political party” is to achieve the following objectives and aims:

- (a) Election to offices of qualified persons;
- (b) Determination of public issues under the accepted democratic processes of the nation;
- (c) Foster loyalty to the Republican Party;
- (d) Promote an informed electorate through political education;
- (e) Increase Republican registration;
- (f) Seek qualified candidates for local, county, state and federal offices;
- (g) Promote the election of Republican candidates in the General Election;
- (h) In general to uphold the principles of freedom, equality and justice on which the Republican Party and the government of the nation are founded as set forth in the Constitution of the United States and the State of Florida.

## **ARTICLE III: Membership**

**Section 1** – The County Executive Committee shall consist of one man and one woman, each being a registered Republican residing within each precinct. However, any precinct with more than 1000 registered voters shall have additional members in accordance with the provisions of the Rules of Procedure of the Republican Party of Florida.

Pursuant to the State Party Constitution, the state committeeman and state committeewoman shall be voting members at large of the County Executive Committee 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 committee shall be entitled to one (1) vote.

**Section 2 – Vacancies** – In the event no county committeeman or committeewoman is elected or a vacancy occurs for any other cause in the County Executive Committee, the vacancy shall be filled by a majority vote of those present at a regular meeting of the executive committee 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 district 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 Supervisor of Elections by the Chairman of the County Executive Committee, or his/her designee and the candidate oath has been filed as required under Article III Section 5 of this Constitution. The qualification procedure is provided in Section 7.

No candidate for a vacancy on the committee 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 Executive Committee. All such candidates must be voted upon by the Executive Committee.

If a county 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 3 – Vacancies Filled By The State Chairman** – In the event of no election of a county committeeman or committeewoman, or where such vacancy is not filled by the County Executive Committee as herein provided, the Chairman 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 County Chairman by registered mail.

**Section 4** – The Chairman of the County Executive Committee or his/her designee shall file with the State Executive Committee and with the Supervisor of Elections the names and addresses of its officers and members within thirty (30) days of their election. A County Executive Committee Member shall not be deemed a member until the candidate oath (F.S. 99.021) has been signed and filed with the Supervisor of Elections and the Republican Party loyalty oath (Party Rule 9) has been filed with the Chairman of the County Executive Committee who shall cause the oath to be forwarded to the Republican Party of Florida within thirty (30) days. After the organizational meeting required under ARTICLE IV of this Model Constitution, the list maintained by the State Executive Committee shall constitute the official County Executive Committee roster.

**Section 5** – Members of the County Executive Committee, shall before taking office, establish by written oath or affirmation that during their term in office they will not actively, publicly, or financially support the election of any candidate other than the Republican candidate in a partisan unitary, general or special election, or a registered Republican in nonpartisan elections,

other than Judicial races governed under Florida Statute 105, if there is a registered Republican running for the same office.

Members elected by the County Executive Committee shall file their oath with the Chairman of the County Executive Committee, and the County Chairman, or his or her designee, shall forward the signed oath to the State Chairman as required under Section 4 above. The oath or affirmation may be witnessed rather than notarized. The oath or affirmation may be witnessed rather than notarized.

**Section 6** – Prior to filling a vacancy for voting member on the County Executive Committee, the prospective member shall complete an application for membership. The application must be accompanied by the written recommendation of a sponsor and seconder who are members of the Executive Committee. The application must be filed at the office of the Palm Beach County Republican Executive Committee by 11:00 AM no less than 14 days prior to the Republican Executive Committee meeting at which the vacancy may be filled. NO vacancy may be filled unless the vacancy exists, at the time of and is announced in, the call of the meeting.

**Section 7 – Executive Board of Directors** - The Republican Executive Committee shall establish an Executive Board of Directors, whose membership shall include, but not be limited to, the elected officers of the Executive Committee, the State Committeeman and the State Committeewoman. The County Chairman may appoint a General Counsel to serve as a non-voting member of the County Executive Board.

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

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

#### **ARTICLE IV: First Meeting and Election of Officers**

**Section 1** – The outgoing Chairman of the Republican County Executive Committee 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 Chairman to open the meeting, and the first order of business shall be the election of the Chairman and Vice-Chairman as set forth in the rules and by-laws as promulgated by the State Executive Committee. Thereafter, the new Chairman shall preside, and the agenda shall include the election of a Secretary and a Treasurer, and any other business, which may appropriately come before the committee.

The above officers shall be members of the County Executive Committee and effective with the Organizational Meeting following the 2008 General Election, all County Party Officers shall be elected for a two (2) 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 Chairman shall appoint, with the approval of the full committee in meeting at which a quorum is present, such standing sub-committees, their chairmen and such other officers as may be required in the administration of the County Executive Committee’s business, as long as their functions do not violate any of the provisions of the constitution, by-laws or the applicable Florida laws. The Chairman shall be considered an ex-officio member of all standing committees appointed. Other ad hoc committees and their chairmen may be appointed by the Chairmen without approval of the Executive Committee.

**Section 3** – The election of officers and filling of vacancies shall be by ballot. No ballot shall be preprinted. In the event there is but one nomination for any officer or offices, the ballot may be dispensed with by a unanimous vote of the membership eligible to vote and present.

**Section 4** – The presiding officer at all meetings shall be the County Chairman: and in the absence of the Chairman, the Vice-Chairman, Secretary, 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 Chairman is unable to continue his duties the Vice-Chairman, Secretary or Treasurer, in that order temporarily assumes the duties of the Chairman and must within sixty (60) days hold an election for the purpose of filling the vacancy. All vacancies shall be filled by a majority vote of a quorum present at the duly called meeting of the County Executive Committee.

**Section 6** – A person may hold only one position as a County Chairman 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 County Executive Committee may be removed from office upon a two-thirds (2/3) vote of the membership of the committee present at any regular or special meeting after ten (10) days notice to membership of the committee that a motion for the purpose of removal of a member or officer will be considered at said meeting, provided that such two-thirds vote constitutes at least a majority of the full committee. The removal may be for any cause, including but not limited to, an alleged violation of his or her 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.

**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 reason for the removal charge.

**Section 3** – Every political party office of the County Executive Committee shall be deemed vacant in the following cases:

- (a) by death of the incumbent;
- (b) by his or her resignation;
- (c) by his or her removal as set forth above;
- (d) by his or her ceasing to be a resident of the county, district, or precinct for which he or 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 or 3 regular meeting in any calendar year of the Republican Executive Committee of which he or she is a member.

**Section 4 – Removal for Non-Attendance at Executive Committee Meetings**

- (a) **Multiple Absences:** Any committee member who is absent for either three (3) consecutive regular meetings or three (3) regular meetings in any calendar year shall be removed without further action of the Executive Committee.
- (b) **Excused Absences:** Prior to missing a third consecutive meeting, a member may request, in writing, that the absence be excused indicating the reason for such absence. Excused absences may be granted at said meeting by the membership of the Executive Committee by a majority vote of the Executive Committee at which a quorum is present. Once granted the excused absence, that committee member shall be treated as present only for the purpose of meeting attendance requirements. Authorization to grant such excused absences may not be delegated by the Executive Committee; except upon the affirmative vote of two-thirds (2/3) of the members of the Executive Committee present and voting at a regularly called meeting thereof; provided always, that such delegation of authority may be rescinded at any time upon the majority vote of the Executive Committee or by the action of the Chairman of the Republican Party of Florida.

**ARTICLE VI: Quorum**

**Section 1** – Forty percent (40%) of the members of the County Executive Committee shall constitute a quorum. At no time shall less than forty percent (40%) of the members constitute a quorum.

**Section 2 – Use of Proxies** – There shall be no use of proxies by the County Executive Committee.

## **ARTICLE VII: Powers and Duties of the Executive Committee**

**Section 1** – To adopt a constitution by two-thirds (2/3) vote of the full committee. The adopted constitution shall remain in effect until amended or repealed. If the 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 County Model Constitution, the County Model Constitution herein presented shall prevail. The adopted Constitution shall be in effect for the members' four year term of office unless revised.

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

**Section 3** – To conduct regularly scheduled meetings as required under this constitution. Special meetings may be called by the Chairman, Vice-Chairman or upon petition of twenty percent (20%) of the membership of the Executive Committee, providing there is written notice of ten (10) days given to all members of the Executive Committee 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 Executive Committee. A copy of the signed petition shall be submitted to all members of the County Executive Committee 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 the party nominees when deemed appropriate by a majority of the Executive Board of Directors

**Section 6** – To raise and expend party funds for the maintenance and administration of the party organization and to do anything that is considered by custom and practice as proper for party committees, except as expressly prohibited; provided, however, that no funds may be spent by a committee except for bona fide services or material rendered to and received by the committee for the advancement of the party organization.

**Section 7** – To appoint the necessary subcommittees.

**Section 8** – The Chairman and Treasurer of the Executive Committee shall be accountable for the funds of such committee and jointly liable for their proper expenditure for the authorized purposes only. All financial transactions shall require two authorized signatures. They shall furnish adequate bond, but not less than Five Thousand Dollars (\$5,000), conditioned in effect upon the faithful performance by such party officer of this duty and for this faithful-accounting

for party funds. Bonds for Chairman and Treasurer of the County Executive Committee Shall be filed with the County Supervisors of Elections. The Treasurer of the County Executive Committee shall maintain adequate records evidencing receipt and disbursement of all party funds received by him/her, 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 1<sup>st</sup> of the ensuing year.

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

**Section 10** – The Chairman of the County Executive Committee shall furnish the State Executive Committee, within thirty (30) days of filing, a copy of the cover sheet reports of contributions and expenditures by F.S. 106.29.

**Section 11** – The County Executive Committee shall annually appoint an audit committee from among its members which committee shall perform an audit of the financial affairs of such county Executive Committee and cause the same to be made public.

#### **ARTICLE VIII: Notice**

**Section 1** – Notice may be given via e-mail where a member has indicated to the Chairman 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**

**Section 1** – Any amendments to this constitution shall be adopted by no less than two-thirds (2/3) of the members of the full committee. All amendments shall require that the proposed language of such amendments be distributed to the members of the Executive Committee with upon 10 days notice of the meeting where such amendment will be called to a vote of the Executive Committee.

#### **ARTICLE X: Parliamentary Authority**

**Section 1** – 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, the Constitution of

the Republican Party of Florida and the constitution, the by-laws duly, and the rules policies and procedures adopted by this organization.

**ARTICLE XI: Rules of Procedure**

**Section 1** – Rules of procedure as to the establishment of an Executive Board, number of committee meetings, not less than six (6) each calendar year including one each quarter, and any other activities of the committee not in conflict with the State Executive Committee’s rules, this constitution, the Model Constitution and applicable state statutes shall be adopted by a majority vote of the full committee.

**ARTICLE XII: Party Authority**

**Section 1** – 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 County Executive Committee in such manner and in such boards and/or committees as it shall from time to time determine by State Party Rule.

This Constitution of the Palm Beach County Republican Executive Committee was duly adopted of the membership of the said committee this 11<sup>th</sup> day of November, AD 2011 at which a quorum of the membership was present.

\_\_\_\_\_  
Chairman, Palm Beach County Republican Executive Committee

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date