

BY-LAWS OF THE  
ESSEX COUNTY REPUBLICAN COMMITTEE

Adopted: June 10, 1998  
Revised: August 25, 1999; December 12, 2018; December 18, 2019

## **BY-LAWS OF THE ESSEX COUNTY REPUBLICAN COMMITTEE**

### **ARTICLE I – NAME AND PURPOSE**

**Section 1 – Name:** This organization shall be known as the Essex County Republican Committee; hereinafter referred to as the “COMMITTEE”.

**Section 2 – Purpose:** The purpose of this COMMITTEE is to nominate qualified candidates for all public offices, as well as to promote the principles of smaller, more efficient government based on fiscal conservatism and social progression for the betterment of our party and the citizens of Essex County.

**Section 3 – Statement:** This organization and its members herein recognize the need for a stable and orderly COMMITTEE.

### **ARTICLE II – MEMBERSHIP**

**Section 1 – Membership Eligibility:** All members of the COMMITTEE shall be registered Republican voters and shall not be, or declare themselves to be, members of any other political party, or organization, which actively supports candidates or principles contrary to the interests of the Essex County Republican Committee as established by the COMMITTEE.

**Section 2 – Election or Appointment:** The COMMITTEE shall consist of one male and one female residing in each voting or election district in the County who shall be duly elected every four (4) years at the primary for the general election or who shall be appointed to said position as herein provided for in these by-laws.

**Section 3 – Additional Members:** The following Essex County residents are honorary members of the COMMITTEE unless otherwise noted by the County Chair:

- Presidents of all Republican Clubs, all registered Republican elected in partisan and non-partisan elections to public office, Republican State Committee members and all members of the Executive Committee.

**Section 4 – Term:** The term of office for all COMMITTEE members shall be four (4) years and shall terminate at 12:01 a.m. on the first Saturday following the primary election of the fourth year.

**Section 5 – Vacancies:** All vacancies caused by death, resignation, removal, failure to elect or otherwise shall be filled for the unexpired term in the following manner:

- a. Any vacancies in COMMITTEE election district positions shall be filled by the members of the COMMITTEE in the municipality wherein the vacancy occurs within 30 days after the occurrence of such a vacancy. In the event that the municipal COMMITTEE nominates an appointee for said vacancy then the County Chair shall then have seven (7) days from receipt of notice of appointment from the Municipal Chair to review said appointment and approve or reject the same. In the event that the members of the COMMITTEE in that municipality fail to fill said vacancy within 30

days, the County Chair may appoint a member to fill said vacancy. The County Chair shall provide written notice of rejection to the Municipal Chair in which case the position shall be considered vacant.

- b. Any vacancies occurring in any office of the offices hereinafter created by these by-laws, with the exception of the office of County Chair, shall be filled by the Chair, for the unexpired term, within 30 days of said vacancy. In the event that the office of County Chair shall be vacant, the First Vice Chair shall serve as acting Chair until a special meeting of the full COMMITTEE shall be called within 30 days of said vacancy for the purpose of election a new County Chair.

Section 6 – Removal: A member of the COMMITTEE may be removed for failure to meet the responsibilities of the office or other good cause for which the Executive Committee determines that the good of the Republican Party shall be served by said removal. The Executive Committee shall make said determination of removal based upon the investigation, information and recommendation of the Special Investigative Committee. The Special Investigative Committee shall be appointed by the County Chair. The number of members shall be at the discretion of the County Chair. The Special Investigative Committee shall hold a hearing within 30 days of the Executive Committee’s receipt of a written complaint by any member of the COMMITTEE seeking removal of another COMMITTEE member. Written shall be given to all persons involved in the dispute and each shall be given an opportunity to be heard. A determination of removal of the COMMITTEE member in question shall result upon a 2/3rds vote of the members of the Executive Committee present and upon consultation with the County Chair.

### **ARTICLE III – MEETINGS**

Section 1 – Bi-Annual Convention: The Committee shall hold a county convention meeting upon proper notice as provided herein, on the first Tuesday after the primary election in every even numbered year. All individuals elected to the COMMITTEE at the primary election shall receive notice of the convention meeting as provided herein.

- a. Any person wishing to challenge an incumbent Chair and/or First Vice-Chair must submit to the Executive Committee a petition signed by at least thirty percent (30%) of the newly ELECTED COMMITTEE members by 4:00pm on the Friday before the bi-annual convention of the fourth year.

The signatories to the petition must be equally divided among each of the County’s twenty-two (22) municipalities. The minimum number of signatories required from each municipality, with the exception of Newark, New Jersey, shall be calculated by dividing the required number of signatories by twenty-two (22). In the case of Newark, New Jersey, the minimum number of signatories to the petition shall be evenly divided by each of Newark’s five wards. Should the number of required signatories per municipality exceed the total number of county committee members allocated to a municipality, the remaining signatories may be made up from a municipality having an excess number of signatories to the petition. However, no signature can be counted twice to reach the required minimum number of signatories.

The Executive Committee must verify that all signatories are registered Republican voters in the County and qualified COMMITTEE members and must either accept or reject in written notification. If the challenging party request a vote by machine ballot, the Executive Committee must approve of such vote by a 3/4<sup>th</sup> vote.

- b. Any person participating in the reorganization activities of the COUNTY COMMITTEE or their MUNICIPAL COMMITTEE must be a CERTIFIED member of the COUNTY COMMITTEE as their name shall appear on the CERTIFIED list as provided by their respective municipal clerk. Any person NOT appearing on the CERTIFIED list of municipal county committee members as issued by their respective municipal clerk is INELIGIBLE to participate in the reorganization activities of their MUNICIPAL COMMITTEE and the COUNTY COMMITTEE.

Section 2 – Annual Screening Committee Meeting: The Screening Committee shall hold an annual meeting or any other meeting called by the Chair due to a vacancy on the ballot due to death, resignation or any other reason, upon proper notice as provided for herein, to select or endorse candidates for any municipal, county, state and federal offices which will appear on the ballot in that year. The time and place shall be established by the County Chair. The Screening Committee shall consist of the Executive Committee and any other members as selected at the discretion of the County Chair.

Section 3 – Monthly Meeting: The Executive Committee and all Municipal Chairs shall hold a monthly meeting unless otherwise noted by the County Chair, and upon proper notice as provided herein. The time and place shall be established by the County Chair.

#### **ARTICLE IV – OFFICERS**

Section 1 – Officers: The officers of the COMMITTEE shall be the County Chair, First-Vice Chair, Second-Vice Chair, Executive Director, Political Director, Communications Director, Treasurer, Counsel, Secretary, Corresponding Secretary, Sergeant-at-Arms, Parliamentarian, Committee Coordinator, Finance Committee Co-Chairs and State Committee members.

Section 2 – Term and Election: All officers, except the County Chair and First Vice-Chair whose terms shall be four (4) years, shall be appointed by the County Chair. All officers shall serve at the pleasure of the County Chair.

Section 3 – Eligibility: All officers shall be registered Republicans residing in the County of Essex, but need not be elected COMMITTEE members.

Section 4 – Powers and Duties: The following powers and duties are granted to the officers of the COMMITTEE:

- a. Chair – The Chair shall be the presiding officer of the COMMITTEE. The Chair shall: preside at all meetings of the COMMITTEE, Executive Committee, Screen Committee and all meetings of the Municipal Chairs, if the Chair is not present he/she may designate a surrogate to preside at said meetings; have the power to enter into all contracts and obligations and spend all necessary and reasonable funds for the proper

- and effective operation of the COMMITTEE; determine the needs and hire all personnel for the effective operation of the COMMITTEE; make any necessary recommendations of individuals for appointment to municipal, county, state and federal offices; have the power to create subcommittees; designate subcommittee members and chairs and shall be an ex-officio member of all such subcommittees; have all powers granted by law; and have any additional and reasonable powers deemed necessary, and not proscribed by these by-laws for the effective operation of the COMMITTEE.
- b. First Vice-Chair – The First Vice-Chair shall assist the Chair in performing any and all duties required by these by-laws and shall have the power to perform all duties of the Chair in the Chair’s absence.
  - c. Second Vice-Chair – The Second Vice-Chair shall also assist the Chair perform any and all duties required by these by-laws. In the absence of the Chair and First Vice-Chair, the Second Vice-Chair shall perform all duties of the Chair.
  - d. Executive Director – The Executive Director shall administer the daily operations of the COMMITTEE and shall perform any other matter requested by the County Chair.
  - e. Political Director – The Political Director shall assist any candidate or campaign operation requested by the County Chair.
  - f. Communication Director – The Communications Director shall perform all public relations duties of the COMMITTEE and nay other matter requested by the County Chair.
  - g. Treasurer – The Treasurer shall be the general custodian of all funds of the COMMITTEE and shall keep accurate records of all receipts and expenditures of the COMMITTEE. The Treasurer shall deposit all monies received in to the COMMITTEE bank accounts in a timely manner. The Treasurer shall provide financial statements to the Chair in a timely manner. In addition, the Treasurer shall file all required reports with the New Jersey Election Law Enforcement Commission. Upon approval of the Chair, the Treasurer shall pay all obligations of the COMMITTEE.
  - h. Counsel – The Counsel shall provide all legal counsel to the Chair and handle all legal matter for the COMMITTEE. The Counsel shall also handle any other matter as requested by the Chair.
  - i. Secretary – The Secretary shall maintain and keep accurate files of all important papers of the COMMITTEE and shall maintain a current list of the members of the COMMITTEE, including names and addresses. The Secretary shall perform any other matter requested by the Chair.

- j. Corresponding Secretary – The Corresponding Secretary shall keep the minutes of the meetings of the Executive Committee and COMMITTEE and shall keep and maintain all such minutes on file and shall perform any other matter requested by the Chair.
- k. Sergeant-at-Arms – The Sergeant-at-Arms shall maintain decorum and order at all meetings of the Executive Committee and all meetings of the COMMITTEE and shall perform any other matter requested by the Chair.
- l. Parliamentarian – The Parliamentarian and Counsel shall resolve all disputes regarding parliamentary procedures at all meetings of the COMMITTEE and shall perform any other matter requested by the Chair.
- m. Committee Coordinator – The Committee Coordinator shall coordinate any events or activities that the Chair requests.
- n. Finance Co-Chairs – The Finance Co-Chairs shall be responsible for securing funds for the operation of the COMMITTEE.
- o. State Committee Members – The State Committee Members shall perform all duties in accordance with rules governing State Committee Members and shall perform any other matter requested by the Chair.

## **ARTICLE V – COMMITTEES**

Section 1 – Executive Committee: The Executive Committee shall be the ruling body of the COMMITTEE and shall adopt all rules governing its operation as well as oversee and conduct the affairs of the COMMITTEE between its regular meetings. The Executive Committee shall possess and exercise all necessary power, not proscribed by these by-laws or the laws of the State of New Jersey, to insure the proper and effective operation of the COMMITTEE and further the goals of the Essex County Republican Party. The Executive Committee shall consist of the seventeen (17) officers of the COMMITTEE in Article IV, section 4, in these by-laws and any such other person designated by the Chair.

Section 2 – Special Investigative Committee: The Special Investigative Committee shall have the power to remove from office any COMMITTEE member in violation of these by-laws and shall have all powers prescribed to it in Article II, section 6, of these by-laws.

## **ARTICLE VI – NOTICE AND QUORUM**

Section 1 – Notice: No election, act or decision of the COMMITTEE or the Executive Committee or any other committee shall be effective for any purpose unless written notice of the meeting is mailed or delivered to all eligible members of either body, at least four (4) days prior to any such meeting, unless a greater notice period is required herein or by law. The Chair shall have the authority to waive this provision.

Section 2 – Quorum: There is in physical attendance at any such meeting at least 50% of the eligible membership of either body, which number shall constitute a quorum. The Chair shall have the authority to waive this provision.

#### **ARTICLE VII – VOTING**

Section 1 – Elections: All votes to elect, remove, discipline, or otherwise effect the rights of any person within the COMMITTEE as provided for under these by-laws, shall be by written ballot, unless otherwise noted by the County Chair. In the event, however, where a candidate, for an office or other position under these by-laws, is unopposed, voting may be by voice vote.

Section 2 – Other Matters: Any other act or decision of the COMMITTEE or other bodies created herein that requires a vote not covered by Article VII, section 1, shall be by voice vote, unless a majority of the members present at such a meeting shall otherwise determine.

Section 3 – Proxies: Proxy voting shall be permitted unless otherwise noted by the County Chair.

#### **ARTICLE VIII – MUNICIPAL COMMITTEES**

Section 1 – Municipal By-Laws: All Republican municipal committee shall provide a copy of the municipal committee by-laws to the County Chair, if such by-laws exist, within 3 months of the adoption of these by-laws. Any subsequent amendments or revisions to the municipal by-laws shall not in any manner supersede or contradict these by-laws. If it is determined by the Executive Committee that a municipal by-law is in conflict with the provisions of these by-laws, the Executive Committee shall provide notice to the municipal chair that said provisions in conflict must be amended accordingly. If said amendments are not made by municipal committee or a municipal committee does not provide the County Chair with a copy of the municipal by-laws, that municipal committee shall forfeit representation on the Executive Committee during the period of such default. If said default continues for three (3) months after notice from the Executive Committee, further disciplinary action may be taken by the Executive Committee including the removal of the municipal chair and other officers.