

MERCER COUNTY OHIO REPUBLICAN PARTY
Constitution & By Laws

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Last Updated: October 16, 2023

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Article I: Title

Pursuant to ORC 3501.01, 3517.02, 3517.03, 3517.05 This Organization shall be known as the Mercer County Ohio Republican Party and shall consist of a Central Committee and an Executive Committee, which shall be the political party controlling committees duly created under the applicable provisions of the Ohio Law.

Article II: Purpose

The purpose of these committees shall be to advance the Republican Party agenda by supporting and electing candidates who share our Republican principles and values; by informing the representatives of the Ohio Republican Party and the National Republican Party about public opinion within the county; and by providing educational and political information to the general public. The committees should provide speakers for clubs, organizations and public events.

Article III: Central Committee

Central Committee Election, Requirements, Terms, Organization

Pursuant to ORC 3517.02 and 3517.03 All members of controlling committees of a major political party shall be elected by direct vote of the members of the party. Their names shall be placed upon the official ballot. The persons receiving the highest number of votes for committee persons shall be the members of those controlling committees. Candidates for election as members of the county central committee shall be elected at primaries in the same manner as provided in those sections for the nomination of candidates for county offices.

- (A) Each member of a controlling committee shall be a resident and qualified elector of the district, ward, or precinct that the member is elected to represent.
- (B) A county central committee consisting of one member from each election precinct in the county, or of one member from each ward in each city and from each township in the county, as the outgoing committee determines, and as the rules of the party provide.
- (C) All the members of such committees shall be members of the party and shall be elected for terms of two years, as determined by party rules, by direct vote at the primary held in an even-numbered year.

Each party shall also file with the office of the Secretary of State a list of members of its controlling committees and other party officials within thirty days of their election or appointment.

Central Committee Vacancies & Removal

Pursuant to 3517.02 and 3517.05 a county Central Committee shall serve until the sixth day after the date of the declaration of the results by the board of elections of the primary election in that county. In case of vacancies caused by death, resignation, failure to elect, or removal from the precinct, ward, township, or district from which a committeeman was chosen, the controlling committee or, if authorized, the Executive Committee shall fill the vacancy for the unexpired term by a majority vote of the members of such committee.

For the purposes of promoting responsible leadership from elected precinct representatives, and to provide representation for the electors of a precinct, a county Central Committee seat will be deemed vacant if an elected Central Committee member fails to represent his constituents for a period of 90 consecutive days, except in the case of an excused absence, or reported sickness or injury where a special waiver will apply. Precinct representatives shall represent the interest of their constituents in person during regular Central Committee business meetings.

If for any reason, a duly elected precinct representative is found guilty of a felony or a crime of moral turpitude ~~in violation of the US Constitution, the Constitution of the State of Ohio or any Ohio Laws~~, they shall be disaffiliated with the Mercer County Ohio Republican Party; and shall forfeit their representative seat on the Mercer County Republican Central Committee.

Biennial Organizational Meeting

Pursuant to ORC 3517.04 In the case of a county central committee, the meeting shall be held not earlier than six nor later than fifteen days following the declaration of the results by the Board of Elections of the election of members of Central Committees in that county.

- (A) Notice of any meeting held pursuant to this section, giving the place and time, shall be sent to each member-elect by the retiring secretary of the committee by mail and a copy of the notice shall be posted in the office of the Secretary of State or Board of Elections, as the case may be, at least five days prior to any such meeting.
- (B) The meeting shall be called to order by the retiring chairman or secretary or if there is no such officer, or if such officer is absent, then by a member of such committee designated by the Secretary of State in the case of the state committees, and by a member of the Board of Elections of the same political party, designated by the board, in the case of county committees.
- (C) A temporary chairman and secretary shall be chosen and the committee shall proceed to organize by the election of a chairman, vice-chairman, treasurer, secretary, and such other officers as the rules provide.

Officers and Duties

- (A) Chair
 - i. The Chair shall preside over and conduct the meetings of both the Central Committee and the Executive Committee. The Chair shall exercise general leadership and supervision over the affairs of the Central and Executive Committees as well as the Steering Committee.
 - ii. The Chair is the Chief Executive of the Mercer County Republican Party Organization.
 - iii. The Chair shall appoint, with the approval of the Central Committee Members, all Standing Committees and other special committees he or she deems necessary. The members of these committees shall be Republicans and may or may not be members of the Central and

- Executive Committees all Standing Committee Members shall serve until the next Organizational Meeting.
- iv. The Chair shall perform the duties related to the office and other duties assigned by the Central and Executive Committees.
 - v. The Chair shall appoint, with the approval of the Central Committee Members, a Finance Committee Chair who, if not already a member, shall become a member of the Executive Committee.

Pursuant to ORC 3517.04 and 3517.06 and Party Bylaws for additional duties.

(B) Vice-Chair

- i. The Vice-Chair is to assume all duties of the Chair in the Chair's absence.
- ii. The Vice-Chair is the assistant to the Chair and is the assistant Chief Executive of the Mercer County Republican Party Organization.
- iii. The Vice Chair also serves as Vice Chair for Central and Executive Committees as well as the Steering Committee.

(C) Secretary

- i. As required by Ohio Law and this Constitution and By Laws, it shall be the duty of the Secretary to keep a list of all members and officers and to file a list of those names with the local Board of Elections and the Secretary of State.
- ii. The Secretary is required to keep an accurate record of the processes and proceedings of the Central and Executive Committees and to give notice to members of the time and place of regular and special meetings in writing, by fax, by email, or by any other electronic method adopted by the Central or Executive Committees.
- iii. Notices should be mailed not less than five days in advance of the regularly scheduled meeting and per Ohio Law for any other meetings called to conduct the business of the Central Committee.
- iv. The Secretary serves as Secretary for all meetings of the Central and Executive Committees as well as the Steering Committee.

Refer to ORC 3517.04 and 3517.06 Party Bylaws for additional duties including statutory duties.

Treasurer

- i. The Treasurer shall be the chief financial officer for both the Central and Executive Committees and the duties includes receiving all money from any source that is for the benefit of the Central or Executive Committees.
- ii. The Treasurer shall select a bank and maintains all accounts as may be required or established by the Central or Executive Committees.
- iii. The Treasurer shall pay bills by check from the appropriate account as approved by the Central Committee or the Executive Committee.
- iv. The Treasurer shall keep an accurate record of invoices and payout and report to both Central and the Executive Committees the financial status of the Party accounts at each regular meeting.
- v. The financial records shall be presented to the Audit Committee for audit each January and at any other times as requested or required by either the Central or Executive Committees.
- vi. Treasurer shall file all Campaign Finance Reports, IRS filings, or any other reports as required by law. Reports shall include but are not limited to any Pre-Primary, Post Primary, Mid-Year, Pre-General, Post General, and Annual reports. The Treasurer may be assisted in the filing of any

such reports by the Finance Chair or any other individuals so designated by the Chair or the Central or Executive Committees.

Following Article III, Section 4 of the Ohio Republican Party Bylaws, the Treasurer shall be bonded for \$25,000 and the Central Committee shall pay for such bond.

Meetings, Notices and Votes

After the initial organization meeting, except as otherwise required by Ohio Law, the Central Committee shall meet as called by the Chair or as requested by at least ten of its members or Officers.

A quorum exists when the Chair or Vice Chair and when one third (1/3) of the elected and appointed Central Committee members are present.

All votes/voting on official business shall be by roll call vote after a quorum is established. Official business shall be construed to include financial matters that include expenditures of \$500 or more; votes on matters related to membership; votes on statutory appointments and candidate endorsements and amendments to the Republican Party Constitution and Bylaws.

Conduct and Agenda

Absent a policy on procedure, the organization will refer to Roberts Rules of Order, and meeting agendas shall be determined by the Chair but should include:

- Approval of minutes of the last meeting
- Chair's report (District Elected Officials Republican State Party, National Republican)
- Treasurer's Financial Report
- Secretary's Report
- Standing Committee Reports
- Old business
- New business
- Elected Official's and Other Reports
- Adjournment

Election of and Succession of Party Officers When a Vacancy Occurs

- i. In the event that a duly elected Party officer no longer qualifies to serve, or if such a vacancy occurs because of the death, resignation, inability to perform the duties (except for temporary illness), or such officer moves from the county, not less than five nor more than 45 days after a vacancy occurs, the county Central Committee must meet to make an appointment.
- ii. Not less than four days before the date of such meeting, the chairman or secretary, or if delegated by the Executive Committee, the Candidate Enhancement Chair of such Central Committee must send by first class mail to every member of the committee a written notice stating the time, place, and purpose of the meeting. A majority of the members present may make the appointment.
- iii. It will be the duty of the Republican Party (of Mercer County, Ohio) Enhancement Committee to accept résumés or letters of interest from individuals who wish to be considered for an appointment to fill a vacant office for the Party and to vet those individuals prior to the meeting to appoint to the vacant office. The Enhancement Committee shall provide each Central Committee member a list of individuals who will be considered. Each Central Committee member shall receive copies of all résumés and letters of interest if requested, not later than the date of the written notice for the meeting to appoint such officer.

Article IV: Executive Committee

Executive Committee Membership

Pursuant to 3517.03, each major party controlling committee shall elect an executive committee that shall have the powers granted to it by the party controlling committee, and provided to it by law. Executive Committee Members shall be limited to the current officers of the Mercer County Central Committee, the Finance Chair, and one member or Chair from each duly appointed Standing Committee, any and all Chair Emeritus.

Powers and Duties

Except for those matters expressly reserved to the members of the Central Committee by Ohio Law or that are expressly reserved by Mercer Country Republican Party Constitution and Bylaws, the members here by delegate authority to the Executive Committee to conduct and act on matters of official business that would otherwise require a special meeting.

All actions of the Executive Committee shall be reported to the Central Committee members for approval at the next regular meeting.

Chai Emeritus

The title of Chair Emeritus shall be designated for all individuals who have served as Republican Central and Executive Committee Chair for ten years or longer. All Chair Emeritus shall be members of the Executive Committee.

Article V: Standing Committees

Appointment and Chairs

- (A) The Central Committee Chair shall appoint, an elected or duly appointed member of the Central Committee or a member of the Steering Committee to Chair each Standing Committee. The Chair can define the duties of the committee during his term as Chair.
- (B) The members of these committees shall be Republicans and may or may not be members of the Central and Executive Committees. All Standing Committee Members shall serve until the next Organizational Meeting.
- (C) Committee Names
 - i. Advertising & PR
 - ii. Audit
 - iii. Bylaw and Constitution
 - iv. Candidate Recruitment & Development
 - v. Early Voting Committee
 - vi. Events and Community Outreach
 - vii. Finance, Fundraising and Budgets
 - viii. Steering Committee

Article VI: Affiliated Organizations

The following organizations shall be considered Affiliated Organizations of the Mercer County Ohio Republican Party. These committees shall organize and elect officers from their membership and they shall adopt bylaws to govern themselves, but are not in conflict with Ohio Laws.

If for any reason, these affiliated organizations fail to comply with the Constitution of the United States, or the State of Ohio or with any Ohio Laws, they shall be disaffiliated with the Mercer County Ohio Republican Party.

- Teenage Republican Clubs
- Young Republicans
- Young Conservatives
- Women's Club

Article VII: Endorsements

Request and Process

Any local county, city, township, village or school board candidate may request an endorsement from the Mercer County Central Committee during a General Election cycle. No candidate endorsements will be considered during a Primary Election unless the Candidate Recruitment and Development Committee recommends a review and consideration.

All requests shall be in writing; shall include specific examples that demonstrate and explain the qualifications that the candidate feels makes their candidacy superior to his/her Primary Election opponents. The written request should be submitted to the Candidate Recruitment and Development Committee who will be vested with the duty to review, vet the candidate if they deem appropriate; and make a recommendation in favor of endorsement to the members of the Central Committee.

The duly elected and appointed members, of the Mercer County Central Committee hereby reserve the right to: fill all vacancies of elected offices; to act exclusively and vote on all requests for candidate endorsements; to amend or suspend the Bylaws; to approve all valid expenditures exceeding \$500.

Article VIII: Amendments

Amendment Process

No amendment shall be made in conflict with the Administrative Code or the Revised Code of the State of Ohio, the US Constitution or the Ohio Constitution.

Notice of a proposed change to the bylaws shall be announced at a regular meeting or presented in writing (including by email) to the Central Committee members not less than thirty days prior to a vote on that amendment.

Comment and Review Period

Members may comment on any proposed amendment as long as all members are included in correspondence regarding the comment. The comment period ends on the fifth day prior to the schedule vote date for the amendment.

Voting on Amendments

Amendments to the bylaws may be voted on at the next meeting following the comment period provided that the required notice has been provided; a quorum has been established, and passage is by a majority vote of the Central Committee members present.

Pursuant to ORC each political party shall file with the office of the Secretary of State a copy of its constitution and bylaws, if any, within thirty days of adoption or amendment.

Article IX: Other and Statutory Duties

Elected Official Vacancy

Pursuant to Section 305.02 | Vacancy in county offices filled by election or appointment and Section 733.31 | Filling vacancies in appointive or elective offices.

The county central committee of the political party that nominated the last occupant of the office as a candidate for that office for the current term, acting through its members who reside in the city where the vacancy occurs, or in the case of a vacancy in a county office, the members of the central committee residing in the county shall appoint a person to hold the office and to perform the duties thereof until a successor is elected and has qualified

Not less than five nor more than forty-five days after a vacancy occurs, the county central committee, acting through its members who reside where the vacancy occurs, shall meet for the purpose of making an appointment. Not less than four days before the date of the meeting the chairperson or secretary of the central committee shall send by first class mail to every member of such central committee a written notice which shall state the time and place of such meeting and the purpose thereof. A majority of the members of the central committee present at such meeting may make the appointment.

The Attorney General has ruled that the county Central Committee is a public body subject to ORC Section 121.22, the "Sunshine Law". A meeting of the Central Committee to make an appointment of a person to fill a vacancy in a county office is a "meeting" subject to the Sunshine Law, even if less than a majority of the full committee is present.

Central Committee meetings related solely to internal party affairs are not, however, public meetings, and are not required to be open to the public under the Sunshine Law.

CERTIFICATION OF APPOINTMENT

After an appointment has been made by the proper appointing authority; it must be certified to the county Board of Elections, and to the Secretary of State.

AMENDMENT HISTORY

1999 Amendments

Terms/Elections Changed

Amended to allow for electronic mailing of minutes and notices

2001 Amendments

Added Language for Endorsements

Committee Vacancies

Terms/Elections Changed

Addition of Declaration to run for Central Committee

2002 Amendments

Added Affiliated Organizations and renumbered Articles

Changed Bylaw Amendment Process

2004 Amendments

Article III - Memberships

Article IV - Terms & Vacancy Changed

2006 Amendments MAY 2006

Substantial revision to structure and Separation of Central and Executive Committees

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2023 Amendments

Substantial review and re-write of the Constitution and Bylaws

2023 Amendments (scheduled for September 2023 adoption)

Substantial revisions to Index numbers and order with addition of:

- "Ohio" to the name of our organization
- Applicable RC Sections added
- Reset of term of office (2 Year Term beginning in 2024)
- Procedure for "removal" of a member
- Procedure for election of officer(s) when a vacancy occurs
- Procedures for endorsement of candidate(s)
- Definition of Executive Committee and duties and establish Steering Committee change