

# Prince William County Republican Committee

## Unit Plan



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## **PREAMBLE**

The Prince William County Republican Committee is organized for the purposes of promoting the principles and achieving the objectives of the Republican Party, electing duly nominated or designated Republican candidates to public office, and performing official actions within Prince William County consistent with these purposes. The Committee governs in accordance with the Republican Party of Virginia Plan of Organization (“the Party Plan”). This Unit Plan addresses matters unique to this Committee. In areas where the Plan is silent on a topic or issue, the Party Plan is controlling. This Plan will be periodically reviewed to ensure it conforms to the latest version of the RPV Party Plan of Organization.

## **ARTICLE I**

### **Qualifications for Participation in Party Actions**

All legal and qualified voters under the laws of of the Commonwealth of Virginia and who reside in Prince William County, Virginia, regardless of race, religion, national origin, or sex, who are in accord with the principles of the Republican Party, and who, if requested, express in open meeting either orally or in writing as may be required their intent to support all of its nominees for public office in the ensuing election may participate as members of the Prince William County Republican Party in its mass meetings, party canvasses, conventions, or primaries encompassing their respective election districts.

## **ARTICLE II**

### **Definitions**

As used herein, the following words and terms shall have the following meaning:

1. “Committee” shall mean the Prince William County Republican Committee.
2. “Unit Plan” shall mean this plan of organization of the Prince William County Republican Committee, which shall supersede all plan[s] of organization which have heretofore governed the Committee in this jurisdiction, except the State Party Plan.

3. "State Party Plan" shall mean the Plan of Organization of the Republican Party of Virginia.
4. "County" shall mean Prince William County, Commonwealth of Virginia.
5. "Chairman" shall mean the Chairman of the Prince William County Republican Committee.
6. "Vice Chairman" shall mean the Vice Chairman of the Prince William County Republican Committee.
7. "Secretary" shall mean the Secretary of the Prince William County Republican Committee.
8. "Treasurer" shall mean the Treasurer of the Prince William County Republican Committee.
9. "Magisterial District Chairman" shall mean the Chairman of the Republican Party in each respective Magisterial District in Prince William County.
10. "Precinct Members" shall mean Members of the Committee elected to seats on the Committee from the precincts in which they reside and in which their voting address lies.
11. "Precinct Captain" shall mean that voter selected to coordinate Party and Committee activities in each respective voting precinct in Prince William County.
12. "Members at Large" shall mean those persons elected as County-wide Members of the Committee. Members at Large shall be assigned to precinct seats in the precinct in which they reside and in which their voting address lies as they become available, with members designated in order of seniority.
13. "Finance Committee" and "Finance Chairman" shall mean, respectively, the subcommittee of the Prince William County Republican Committee known as the Finance Committee, and its Chairman.
14. "Qualifications" shall mean the qualifications for participation in Party actions, which are set forth in Article I of this Plan.
15. "Biennial District Convention" shall mean any convention held in congressional election years for the Congressional District[s] of which Prince William County is a part.

16. "Biennial County Convention" shall mean the convention held in congressional election years to reconstitute the Committee and elect delegates to the Biennial District Convention(s).
17. "Voting District" shall mean a geographical area totally within Prince William County in which an election is held.
18. "Overlapping Voting District" shall mean a geographical area partially within Prince William County and partially within one or more other jurisdictions in which an election is held.
19. "Voting Address" shall mean the address shown on the official voter registration rolls maintained by the Registrar of Voters of Prince William County.

## **ARTICLE III**

### **The Prince William County Republican Committee**

#### **A. Membership**

There shall be a permanent committee known as the Prince William County Republican Committee. The Committee shall consist of:

1. the Chairman;
2. the Precinct Members;
3. the Members at large;
4. Associate Members; and
5. Ex Officio Members, which are all publicly elected Republican officials currently serving in public office in Prince William County and who are residents of Prince William County.

#### **B. Requirements for Committee Membership**

1. Membership in the Committee shall consist of all individuals elected to membership at the mass meeting, party canvass, or convention called for the purpose of electing delegates to the Biennial District Convention(s), or subsequently, by majority vote of the existing membership who meet the qualification expressed in Article I of the Party Plan; express a desire to participate in the activities of the Committee; and pay to the Treasurer of the Committee the required dues.

2. It shall be among the duties of each Member of the Committee to cooperate with the several officers of the Committee in the execution of their respective duties and to implement the goals of the Party by direct participation in its programs and activities. It shall be the responsibility of each Member of the Committee to attend all meetings of the Committee and, to the best of their ability, be informed about all relevant Party matters.

### **C. Dues**

Members of the Committee shall be responsible for the payment of dues, the amount of which shall be set in accordance with the approved budget, but in no case shall it increase within a 2-year period. Payment of dues shall be made not later than the thirtieth (30th) day following election to the Committee, or the beginning of the next regular meeting of the Committee, whichever is earlier. Members shall pay the full amount if enrolling at any time during the first 12 months after Biennial County Convention or half the full amount if enrolling during the last twelve months of the term. Said contributions are non-refundable. Membership continues until the next Biennial County Convention.

### **D. Election and Term of Committee Members**

1. The Chairman and all Members of the Committee shall be elected at and by the mass meeting, Party canvass, or Biennial County Convention called for the purpose of electing delegates to the Biennial District Convention(s).
2. The Chairman and Committee Members shall take office upon their election and upon the payment of their dues and shall hold office for a term of (2) years or until their successors are elected.
3. A Member of the Committee other than an ex-officio Member automatically loses his/her committee membership if he/she is absent three (3) consecutive meetings. An individual may be reinstated at a regular meeting by a majority vote of Members present.

### **E. Precinct Members**

Representation on the Committee shall be determined by the Committee on the basis of Unit voting strength in the most recent Presidential election and the most recent Gubernatorial election, provided that each precinct shall be represented by at least one Member. The numerical apportionment of such representation shall be stated in the Call for the mass meeting, Party Canvass, or convention at which such Members will be elected. Priority will be given to precinct representation for each as outlined in the Call. If application of the allocation

formula results in a fractional remainder, that fraction shall be counted as a whole Member.

#### **F. Members at Large**

Additional At-Large Memberships may be created which shall not exceed in number 30 percent of the Members of the Committee. Members at Large shall be assigned to precinct seats in the precinct in which they reside and in which their voting address lies as they become available, with members designated in order of seniority.

#### **G. Associate Members**

There shall be a category of Members known as "Associate Members." An Associate Member shall meet all the requirements for Members of the Committee except for the attendance requirements of the Committee Unit Plan. Associate Members shall have all privileges of other Members except they shall not be entitled to a vote and shall pay such dues as is set by the Executive Committee. Associate Members shall not count toward any limits on Precinct or At-Large Memberships nor shall they be counted when establishing a quorum.

#### **H. Vacancies in the Committee**

Vacancies on the Committee shall be filled by majority vote of the Committee, and this purpose shall be included in the Call of the meeting at which such vacancies shall be filled. Vacancies on the Committee shall be filled by majority vote of the Committee as the last item of new business before adjournment at a regularly scheduled meeting.

#### **I. Suspension of Officers**

In the event of serious misconduct, any officer of the Committee may be suspended by a vote of two-thirds of the members of the Executive Committee. Such suspension shall become effective immediately. Such suspension shall be ratified or vacated at the next regular or special meeting of the Committee.

#### **J. Removal**

1. Members may be removed for violating the provisions of Article I or when Article VII, Section C of the RPV Party Plan is in effect.
2. Any Member of the Committee, including the Chairman, may be removed from office by the vote of two-thirds (2/3) of the other Members of the Committee, after being furnished with notice that such removal will be sought, with the charges, in writing, signed by not less than one-third (1/3)

of the Members of the Committee; and allowing thirty (30) days within which to appear and defend against the charges.

3. Suspension or removal will not extend beyond the reconstitution of the Committee at the Biennial County Convention, except for removal per Article I or when Article VII, Section C of the RPV Party Plan is in effect. In those cases, the RPV Party Plan governs.

## **ARTICLE IV Meetings**

### **A. Frequency of Meetings**

There shall be a meeting of the Committee called not less than once every calendar quarter. All meetings of the Committee shall be held in a building appropriate for public use and shall be open to the public. There shall be no limit upon the recording of such meetings, except that upon the approval of two-thirds (2/3) of the Members present, the Committee may declare an Executive Session and exclude the public from its deliberations.

### **B. Call and Quorum**

Meetings of the Committee shall be called by the Chairman by electronic mail or by written notice, sent first-class mail, postmarked not fewer than ten (10) days prior to the date of the meeting, or on the call of one-third of the voting Members thereof, or on the call of a majority of the Executive Committee. Twenty percent (20%) of the Members of the Committee shall constitute a quorum.

### **C. Parliamentary Order**

Meetings shall be conducted in accordance with the provisions of the latest edition of *Robert's Rules of Order, Newly Revised*, and by such other rules and procedures as the Committee may from time to time adopt. The Vice Chairman – or in the Vice Chairman's absence – another officer designated by the Chairman, shall preside at meetings of the Committee in the Chairman's absence.

### **D. Proxies**

A Member of the Committee may be represented in official meetings of the Committee or subcommittees thereof by proxies, provided that:

1. No individual may cast more than one vote per ballot at any meeting;



2. Where membership on the Committee or subcommittee is contingent upon residence in a particular Voting District or organization, the proxy holder must be a member of the same Voting District or organization represented by the absent Member of the Committee; and
3. The proxy reads substantially as follows and is signed by the maker thereof:

I, \_\_\_\_\_, of \_\_\_\_\_ Magisterial District, \_\_\_\_\_ Precinct, do hereby appoint \_\_\_\_\_ to vote as my proxy at the duly noticed meeting of the Prince William County Republican Committee the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, or at any adjourned meeting thereof, and for me and in my name, place, and stead to vote upon any question that properly may come before such meeting, with all the power I should possess if personally present, hereby revoking all previous proxies, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signed \_\_\_\_\_

Witness \_\_\_\_\_

**E. Methods of Nomination**

The Committee shall determine whether candidates for local and constitutional public offices shall be nominated by mass meeting, Party canvass, convention, or primary, and whether the Chairman and Committee Members shall be elected by mass meeting, Party canvass, or convention. It shall call all regular and special mass meetings, Party canvasses, conventions, and make all arrangements therefore and, if a convention, determine the basis of representation. Authority to make such arrangements (other than a time and whether there shall be, and the requirements for, any pre-filing) may, at the discretion of the Committee, be delegated to the Chairman. It shall cooperate with the State Central Committee, its District Committee, and the Legislative District Committees within its boundaries in conducting all elections and fund-raising activities.

**F. Endorsements for Non-Partisan Offices**

At any time within sixty (60) days prior to the candidate filing deadline announced by the relevant public authority, the Committee may vote to endorse candidates in races for office in which partisan nominations are prohibited by law, provided that notice of intent to endorse shall be stated in the Call of the meeting, and subject to the following conditions and procedure:

1. For Offices Representing Single Magisterial Districts
  - a. Committee Members from each District shall caucus to ascertain, by majority vote, the recommendation of District Members that the Committee endorse a specific candidate, or not endorse any candidate, for election in their District. If multiple ballots are necessary due to two or more candidates seeking the Committee's endorsement, the option (i.e., "No endorsement," "Candidate #1," "Candidate #2," etc.) with the lowest vote total shall be eliminated from consideration on successive ballots until a single candidate or option achieves a majority of ballots cast.
  - b. Upon completion of the District caucuses, each District Chairman, or his or her designee, shall report the recommendation of District Members to the Committee and move, on behalf of the District's Members, to approve said recommendation. Said motion shall not require a second. The Committee shall immediately proceed to a debate and vote to approve or reject the recommendation of each District except that, at the discretion of the Chairman or upon motion, such recommendations may be combined and voted upon as a single question. Should any District's recommendation be rejected, a motion shall be in order to suspend further Committee business pending another District caucus to ascertain a new recommendation.
2. For offices elected Countywide, the Committee shall ascertain, by majority vote, whether to endorse specific candidates, or not endorse any candidate, but in no case shall the Committee endorse more than one candidate for a single office, unless more than one candidate can be elected to the office(s) sought. If multiple ballots are necessary due to two or more candidates seeking the Committee's endorsement, the option (i.e., "No endorsement," "Candidate #1," "Candidate #2," etc.) with the lowest vote total shall be eliminated from consideration on successive ballots until a single candidate or candidates, or option achieves a majority of ballots cast.
3. Candidates seeking the Committee's endorsement shall agree, as a condition of seeking that endorsement, to refrain from filing as a candidate if the Committee's endorsement is bestowed upon a competing candidate prior to the candidate filing deadline.

4. Nothing herein shall be construed to prohibit or limit the authority of the Committee to bestow its endorsement upon any candidate in any non-partisan race at any time prior to Election Day.

## **ARTICLE V**

### **Officers**

#### **A. County Chairman**

1. Election and Term

The Chairman shall be elected by a majority vote of the mass meeting, Party canvass, or convention called for the purpose of selecting delegates to the Biennial County Convention for a term of two (2) years, or until a successor is elected. The Chairman shall take office upon election.

2. Authority and Responsibility

The Chairman shall have general authority over and responsibility for the activities of the Committee. Such authority shall include the power to delegate all duties not otherwise provided for in the Plan. The Chairman shall be responsible for the general execution and implementation of the programs and policies of the Committee. The Chairman shall be the Chairman of the Committee. The Chairman shall preside over all Prince William County Republican mass meetings, Party canvasses or conventions until a temporary organization is affected. The Chairman shall represent the jurisdiction on the Congressional District Committee, the Legislative District Committee, and the State Senatorial District Committee in which the Chairman resides. In cases where the Chairman resides outside of any such District in which part of the jurisdiction lies, the Chairman shall appoint a Committee Member who resides in such District to represent the jurisdiction on the District Committee. The Chairman shall convene the Committee when required, but in no event less than once each calendar quarter, and shall be responsible for sending written notice of Calls with the agenda for Committee meetings to all Committee Members thereof. The Chairman shall maintain accurate and current voter lists for use by the Committee and by the Republican nominees for jurisdiction public offices upon their request. The Chairman shall be responsible for providing a prescribed time and place, which shall be supervised by the Chairman or the Chairman's designee, for filing such declaration of candidacy and petitions as may be required by state law of a candidate in any primary election. The Chairman shall appoint a

Parliamentarian of the Committee to advise the Chairman upon questions of parliamentary order at all meetings of the Committee, the Executive Committee, and other such meetings as may be requested by the Chairman, who shall serve at the pleasure of the Chairman. The Chairman shall have the power — in the absence of the duly-elected Secretary — to appoint a Secretary *pro tempore* to record and keep the minutes of all meetings of the Committee, the Executive Committee, and other such meetings as may be requested by the Chairman.

## **B. Vice Chairman**

### 1. Election and Term

The Committee shall elect a Vice Chairman from among its number by a majority vote of those Members present at the first Committee meeting following the Biennial County Convention. The Vice Chairman shall take office upon election and shall hold office until a successor is elected at the first Committee meeting (or a meeting called for that purposes) following the Biennial County Convention.

### 2. Authority and Responsibility

The Vice Chairman shall preside at all meetings in the absence of the Chairman and shall serve as temporary Chairman in the absence of the Chairman. Should the office of Chairman become vacant, the Vice Chairman shall succeed to the office of Chairman immediately, subject to confirmation by simple majority vote of the Committee at the next meeting or at a special meeting called for that purpose. If the Vice Chairman is not confirmed by the Members of the Committee, the Committee shall immediately proceed to nominations and a vote on the election of a new County Chairman, which shall be by simple majority of Members present and voting to fill the unexpired term. This purpose shall be stated in the Call for the meeting.

## **C. Secretary and Treasurer**

### 1. Election and Term

The Committee shall elect a Secretary and a Treasurer from among its number by a majority vote of those Members present at the first Committee meeting following the Biennial County Convention. They shall take office upon election and shall hold office until their successors are

elected at the first Committee meeting (or a meeting called for that purposes) following the Biennial County Convention.

## 2. Authority and Responsibility of the Secretary

The Secretary shall record and keep the minutes of all meetings of the Committee, the Executive Committee, and other such meetings as may be requested by the Chairman. The Secretary shall maintain approved minutes in such form as to be available for inspection with reasonable notice by any Member of the Committee. The Secretary shall maintain the roll of Committee Members and keep it current to reflect resignations, removals, and elections of new Members to fill vacancies. The Secretary shall provide copies of the minutes of all Committee meetings to all Executive Committee members prior to their submission for approval.

## 3. Authority and Responsibility of the Treasurer

The Treasurer shall be custodian of all funds of the Committee and is empowered, upon approval of the Executive Committee to open bank account[s] in the name of the Committee into which to make deposits and upon which to draw checks. The Treasurer shall be responsible for preparing and presenting written reports on the income and expenditures of funds in the treasury at all meetings of the Committee and Executive Committee. The Treasurer shall be responsible for the preparation of a budget for review by the Executive Committee and the approval of the Committee at its first meeting each calendar year. The Treasurer shall present the financial records of the Committee in March of each year for a review by a committee of three (3) Members of the Committee appointed by the Chairman. The Treasurer is responsible for the prompt payment of all approved obligations. The Treasurer will ensure accurate and timely reports are submitted electronically to the Virginia State Board of Elections. The Treasurer shall abide by the Finance and Treasury Standard Operating Procedures, as approved and revised, as necessary, by the Executive Committee.

### **D. Limitations Upon Succession**

The Vice Chairman, Secretary, and Treasurer may not succeed themselves in office after having served two full terms in such office. There are no succession limits placed on the Chairman.

## **E. Magisterial District Chairmen**

### **1. Election and Term**

The Members residing in each Magisterial District present and meeting in caucus at the first Committee meeting following the Biennial County Convention Convention[s], or at a meeting called for that purpose, shall elect by majority vote a Magisterial District Chairman from among the Members residing in the Magisterial District. The Magisterial District Chairmen shall take office upon their election, and shall hold office until their successors are elected at the first Committee meeting (or a meeting called for that purpose) following the Biennial County Convention.

### **2. Authority and Responsibility of the Magisterial District Chairmen**

The Magisterial District Chairmen shall be responsible for recruitment of Members and all party operations within the Magisterial District in which they are elected. The Magisterial District Chairmen shall be responsible for the general execution and implementation of the programs and policies of the Committee in the Magisterial District in which they are elected. The Magisterial District Chairman shall work closely with all elected Republican officials to implement the policies of the Committee. The Magisterial District Chairmen shall recruit and supervise Precinct Captains. The Magisterial District Chairmen shall designate a social media coordinator to manage content on social media platforms operated by or in the name of the magisterial district. Upon vacating his/her position, Magisterial Chairmen will ensure passwords to social media sites are provided to the incoming Chairmen. Each Magisterial District Chairman shall be a Member of the Operations Committee, or may appoint a Member of the Committee from the District to represent the District.

## **F. Magisterial District Vice Chairmen**

### **1. Election and Term**

The Members residing in each Magisterial District present and meeting in caucus at the first Committee meeting following the Convention[s], or at a meeting called for that purpose, shall elect by majority vote a Magisterial District Vice Chairman from among the Members residing in the Magisterial District. The Magisterial District Vice Chairmen shall take office upon their election, and shall hold office until their successors are elected at the first Committee meeting (or a meeting called for that purpose) following the Biennial County Convention.

2. Authority and Responsibility of the Magisterial District Vice Chairmen

The Vice Chairmen of each Magisterial District shall perform all duties of the Magisterial District Chairmen in the absence of the Magisterial District Chairman, and shall aid the Magisterial District Chairmen in the performance of their duties. Should the office of Magisterial District Chairman become vacant, the Magisterial District Vice Chairman shall succeed to the office of Magisterial District Chairman immediately. A new Magisterial District Chairman shall be selected by simple majority vote of the Members residing in the Magisterial District present and voting in caucus at the next regular Committee meeting to fill the unexpired term. This purpose shall be stated in the Call for the meeting.

**G. Vacancies**

1. If there is a vacancy in the office of the Vice Chairman, Secretary, or Treasurer of the Committee, the vacancy shall be filled for the remainder of the term by majority vote at an election held in the next meeting of the Committee, and this purpose shall be stated in the Call of the meeting.
2. When there is a vacancy in these offices, the Chairman shall have the authority to make a temporary appointment to fulfill the duties of such office and to fill the vacancy until the required election occurs.

**ARTICLE VI**  
**Committees and Subcommittees**

**A. Executive Committee**

There shall be a permanent subcommittee known as the Executive Committee. The Executive Committee shall consist of the Chairman; the Vice Chairman; the Magisterial District Chairmen; the Secretary; the Treasurer; the immediate past Chairman; a representative of each Republican Women's Club in Prince William County affiliated with the Virginia Federation of Republican Women; a representative of each Young Republican Club in Prince William County affiliated with the Young Republican Federation of Virginia; the State Central Committee Members residing in Prince William County; a representative appointed by the Chairman for each of the Congressional District Committee(s) in which the Chairman does not reside; and a representative of the College Republican Clubs in Prince William County. The Chairman shall have the authority to appoint up to

five (5) additional members of the Executive Committee at the Chairman's discretion and subject to approval of the Executive Committee and serve at the pleasure of the Chairman. All voting members of the Executive Committee must be Members of the Committee.

1. Authority and Responsibility

The Executive Committee shall have the authority to implement the policy of the Committee, including the expenditure of funds in the treasury of the Committee.

2. Meetings — Call and Quorum

The Executive Committee shall meet at the Call of the Chairman or at the written and signed Call of five (5) members of the Executive Committee postmarked not less than seven (7) days prior thereto in either case. A waiver of these technical requirements of notice must be signed by at least three-fourths of the members of the Executive Committee if notice of the meeting does not conform to these requirements. A majority of the voting members shall constitute a quorum.

## **B. Finance Committee**

There shall be a permanent subcommittee known as the Prince William County Republican Finance Committee. The Finance Committee shall consist of the Finance Chairman, a Member of the Committee appointed by and serving at the pleasure of the Chairman; the Treasurer; the Chairman; three (3) Members of the Committee, who shall be appointed by and serve at the pleasure of the Chairman. In addition, the Chairman may appoint up to five other Members to the Finance Committee to serve at the pleasure of the Chairman.

1. Authority and Responsibility

The Finance Committee shall coordinate Committee fund-raising activities, solicit funds for transmittal to the Treasurer, and otherwise cooperate with, strengthen and support the Party organization. The Finance Committee is charged with raising sufficient funds to finance the budget approved by the Committee.

2. Meetings — Call and Quorum

The Finance Committee shall meet at the call of the Finance Chairman or the Chairman. A majority of voting members shall constitute a quorum. The Finance Chairman – or in the Finance Chairman's



absence, the Chairman – shall preside at meetings, and the latest edition of *Robert’s Rules of Order, Newly Revised*, shall prevail on questions of parliamentary procedure not otherwise covered in this Plan or the RPV Party Plan.

### 3. Funds

No Committee funds shall be contributed to any candidates competing for the Republican Party’s nomination for any public office or to any candidate competing for a party office.

## **C. The Operations Committee**

There shall be a permanent subcommittee known as the Operations Committee. The Operations Committee shall consist of: the Operations Committee Chairman, a Member of the Committee who shall be appointed by and serve at the pleasure of the Chairman; and all Magisterial District Chairmen. An Operations Committee Vice Chairman shall be elected by the members of the Committee from among their number.

### 1. Authority and Responsibility

The Operations Committee shall be responsible for coordinating Party activities among and between the Magisterial Districts, including providing Precinct Captains with identifications, recruitment, and organization of Party workers as requested by the Chairman and carrying out other tasks as assigned to it by the Executive Committee.

### 2. Meetings – Call and Quorum

The Operations Committee shall meet at the call of the Operations Committee Chairman or the Chairman. Three (3) or more members attending a properly-noticed meeting shall constitute a quorum. The Operations Committee Chairman – or, in the Operations Committee Chairman’s absence, the Operations Committee Vice Chairman – shall preside at meetings. The latest edition of *Robert’s Rules of Order, Newly Revised*, shall prevail in questions of parliamentary procedure not otherwise covered in this Plan or the RPV Party Plan.

## **D. Membership Committee**

There shall be a permanent subcommittee known as the Membership Committee. The Membership Committee shall consist of the Membership Committee Chairman, a Member of the Committee who shall be appointed by and serve at the pleasure of the Chairman; the Secretary of the Committee; and all Magisterial District Chairmen. A Membership Committee Vice Chairman shall be elected by the members of the Committee from among their number.

1. Authority and Responsibility

The Membership Committee shall be responsible for recruiting Members of the Committee, maintaining the membership records of the Committee, aiding Magisterial District Chairmen in their efforts to recruit new Members, and carrying out other tasks as assigned to it by the Executive Committee.

2. Meetings — Call and Quorum

The Membership Committee shall meet at the Call of the Membership Committee Chairman or the Chairman. Three (3) or more members attending a properly-noticed meeting shall constitute a quorum. The Membership Committee Chairman – or in the Membership Committee Chairman’s absence, the Membership Committee Vice Chairman – shall preside at meetings. The latest edition of *Robert’s Rules of Order, Newly Revised*, shall prevail in questions of parliamentary procedure not otherwise covered in this Plan or the RPV Party Plan.

**E. Other Subcommittees**

The Chairman may establish such other subcommittees as the Chairman deems necessary and proper. Such subcommittees shall be temporary, and their authority shall be specifically limited. They shall dissolve automatically at the election or re-election of the Chairman. Appointees to such temporary subcommittees shall serve at the pleasure of the Chairman, and operation of the same shall be governed by the same rules set for the Permanent Subcommittees, except that half or more of the members shall constitute a quorum in all cases.

## **ARTICLE VII Social Media**

The name “Prince William County Republican Committee” is the intellectual property of the Committee. Therefore, all social media sites associated with the Committee shall be established only with the written permission of the Chairman or his/her designee.

- A. The Chairman shall develop a social media policy, approved by the Executive Committee, that establishes guidelines and oversight of social media content posted on Committee-affiliated websites.
- B. All members of the Executive Committee and anyone managing content for social media sites affiliated with the Committee will acknowledge in writing the Committee Social Media Standards. The Secretary will maintain copies of the signed acknowledgements.
- C. Clubs will be expected to follow the same social media standards.

## **ARTICLE VIII Appeals**

### **A. Overview**

The Committee shall decide all controversies and contests arising within its jurisdiction, but those persons in the Committee deemed adversely affected by any such decision shall have the right of appeal to the appropriate Congressional or Legislative District Committee. In the case of a split Unit, if the appeal specifically relates to the operations or affairs of a particular Congressional or Legislative District, an appeal shall be taken to that particular Congressional or Legislative District Committee. If not, an appeal shall be taken to the District Committee of the District wherein the person appealing resides.

### **B. The Appeals Process**

The appeal shall be filed with the Committee Chairman and Secretary within 30 days of the incident being appealed. The Committee will adjudicate the appeal in accordance with the Party Plan, RPV General Counsel rulings, and the timelines established in the Party Plan.

## **ARTICLE IX Amendments**

This Plan may be amended by a vote of two-thirds (2/3) of the Members of the Committee present at a meeting called for such purpose. Amendments may be presented at any meeting of the Committee, so long as the intent to amend the Plan is stated in the Call of the meeting and the text of such amendments is presented with the Call, but an amendment may be adopted only at a Committee meeting subsequent to that at which it is first presented. A special meeting of the Committee is not necessary. Amendments to the Plan may be presented in any of the following three ways:

### **A. Executive Committee**

The Executive Committee may recommend amendment if two-thirds (2/3) of the Executive Committee votes to recommend amendment to this Plan.

Amendments proposed in this manner may be made at any duly-noticed meeting of the Committee, and the text of any such amendment shall be included in the Call of the meeting.

### **B. Petition of Members, Notice By Chairman**

Amendments may be presented to the Executive Committee by petition signed by not less than one-third (1/3) of the members of the Committee and presented to the Chairman. The Executive Committee shall consider the proposed amendment at its next meeting, and may pass a recommendation upon such amendment, but in any event shall present such proposed amendment at the next meeting of the Committee. The Chairman shall include the text of the proposed amendment in the Call of the meeting at which it is to be considered.

### **C. Petition of Members Notice By Mail or Email**

Amendments may be presented to the Committee if notice of the intent to propose amendment is signed by not less than one-third (1/3) of the Members of the Committee and is transmitted electronically or presented to the Members by First-Class mail postmarked not less than thirty (30) days prior to the day of the meeting at which such amendment will be considered.