



REPUBLICAN COMMITTEE OF RICHMOND COUNTY

April 19, 2020

New York State Board of Elections
40 North Pearl Street, Suite 5
Albany, NY 12207-2729

To whom it may concern:

Please find enclosed the most current version of the Official Rules of the Richmond County Republican Committee of New York.

As referenced in the attached notice of a meeting, the members of the Richmond County Republican Committee of New York convened at the Vanderbilt South Beach, 300 Father Capodanno Boulevard, Staten Island, NY 10305 on Thursday, February 27, 2020. The purpose of the meeting was to adopt Rules of the Richmond County Republican Committee of New York.

The enclosed Official Rules of the Richmond County Republican Committee of New York was unanimously adopted at said meeting.

Sincerely,

Anthony Reinhart

Secretary

Republican Committee of Richmond County

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STATEN ISLAND, NEW YORK 10306
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RICHMOND COUNTY REPUBLICAN COMMITTEE OF NEW YORK

To: MEMBERS OF THE RICHMOND COUNTY REPUBLICAN COMMITTEE OF NEW YORK

From: BRENDAN T. LANTRY, CHAIRMAN

Date: FEBRUARY 18, 2020

Please be advised that pursuant to Section 2-114 of the New York Election Law and Article VIII, Section 3 and Article XII of the Bylaws of the Richmond County Republican Committee of New York, I hereby provide notice of a meeting of the Richmond County Republican Committee of New York.

This meeting will be held at the Vanderbilt at South Beach, 300 Father Capodanno Boulevard, Staten Island, New York 10305 on Thursday, February 27, 2020, beginning at 6:15 pm.

This meeting is being called for the following purposes:

1. To adopt Rules of the Richmond County Republican Committee of New York (see enclosed document);
2. Other such business as may be necessary.

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**OFFICIAL RULES OF THE RICHMOND COUNTY
REPUBLICAN COMMITTEE OF NEW YORK**

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ARTICLE I.
GENERAL PROVISIONS

Section 1: These Rules are adopted pursuant to the provisions of the New York State Election Law.

Section 2: The Richmond County Republican Committee of New York is composed of the voters who are enrolled as Republicans in Richmond County, New York.

Section 3: The general use of a term denoting the masculine gender shall be deemed to include the feminine gender.

ARTICLE II.
EMBLEM

Section 1: The emblem of the Richmond County Republican Committee of New York shall be the same as that adopted and certified by the New York Republican State Committee and filed pursuant to Section 2-124 of the New York State Election Law.

ARTICLE III.
THE COUNTY COMMITTEE

Section 1: The County Committee of the Richmond County Republican Committee of New York, hereinafter referred to as the "County Committee", "Richmond County Republican Committee" and "Republican Committee of Richmond County", is the representative body of the Republican Party in Richmond County, New York. It shall be charged with the administration of the affairs of the Republican Party in Richmond County as well as the promotion of the goals, efficiency and welfare of the Republican Party at the County, Borough, City, State and Federal levels.

Section 2: The County Committee shall consist of those enrolled Republicans who are certified as having been duly elected at the Primary election or are duly chosen to fill vacancies.

Section 3: Each Member of the County Committee (hereinafter "Member") shall be elected biennially at the Primary election in each odd numbered year and shall hold office according to Section 2-106 and Section 2-112 of the New York State Election Law.

Section 4: Each Member must be qualified in accordance with the provisions of the New York State Election Law.

Section 5: The County Committee shall be constituted by the election in each Election District of Richmond County of two (2) Members pursuant to Section 2-104 of the New York State Election Law.

Section 6: The County Committee shall, no earlier than September seventeenth and no later than October sixth following the Primary election, meet and organize by the election of officers pursuant to Section 2-112 of the New York State Election Law.

Section 7: The outgoing Chairman of the County Committee shall call the organizational meeting to order and shall preside until a Temporary Chairman is elected. In the absence of the outgoing Chairman of the County Committee, the outgoing First Vice- Chairpersons, in their order elected, the outgoing Secretary or the outgoing Treasurer, in their order elected, shall act in the order named.

Section 8: Members whose names are on the official certified roll of the County Committee supplied by the Board of Elections together with those Members elected to fill vacancies pursuant to Article IV of these Rules, as certified by the Secretary of the County Committee, shall be deemed prima facie entitled to their seats and shall have the right to vote upon all questions.

ARTICLE IV. VACANCY IN THE COUNTY COMMITTEE

Section 1: In case of death, declination, disqualification, resignation, removal from Assembly District, removal from office, enrollment in another party, the failure to elect a Member at a primary election by reason of a tie vote, or by not filling the position, then as a matter of law, the vacancy created thereby may be filled by the County Committee by the election of an enrolled voter of the Republican Party from the Assembly District in which such vacancy shall have occurred.

Section 2: Nominations to fill a vacancy in the County Committee shall be made by the Chairman of the County Committee upon the recommendation of the Executive Committee. Other nominations to fill a vacancy may be made from the floor of the convention or meeting.

Section 3: A vacancy or vacancies in the County Committee filled at such meeting shall be by election by majority vote of the Members present in accordance with these Rules.

Section 4: A resignation, to be effective, shall be in writing and addressed to the Secretary of the County Committee, and shall become effective upon receipt by the Secretary of the County Committee.

ARTICLE V. ELECTED OFFICERS

Section 1: The elected Officers of the County Committee shall be a Chairman, two (2) First Vice-Chairpersons, each of the opposite sex, a Secretary and a Treasurer, all of whom shall hold office until a new County Committee is elected and organized.

These Officers or any one of them may be removed in accordance with Section 2-116 of the New York State Election Law or at a meeting called for that purpose as provided in these Rules.

Removal from office shall be upon a majority vote of those Members present, but shall not become effective until ratified by a majority vote at a second meeting held not less than seven (7) days nor more than thirty (30) days thereafter. All officers shall be enrolled voters of the Republican Party in Richmond County, but need not be Members.

Section 2: The Chairman shall be the Chairman of the County Committee and of any of its districts or political subdivisions and the Chairman of the Executive Committee of the County

Committee. The Chairman shall preside at all meetings of both bodies, be an ex-officio member of all Standing Committees, and discharge the duties prescribed by the New York State Election Law and these Rules. The Chairman of the County Committee shall appoint all the members and Chairmen of all Standing Committees, Special Committees and Advisory Committees, unless other provision herein is made.

Section 3: The First Vice-Chairpersons, in their order elected, and then the Secretary or Treasurer, in their order elected, shall preside at meetings of the County Committee, of any of its districts or political subdivisions, or of the Executive Committee of the County Committee in the absence of the Chairman of the County Committee, and upon a vacancy in the office of Chairman of the County Committee, shall perform all the duties of that office as Acting Chairman of the County Committee until a new Chairman of the County Committee is elected at a special meeting of the County Committee called for that purpose by the Acting Chairman of the County Committee. Said special meeting of the County Committee shall be held within thirty (30) days of the vacancy of the office of Chairman of the County Committee. When a vacancy occurs in any office other than Chairman of the County Committee, it shall be filled by the Executive Committee until a successor is elected at a special meeting of the County Committee called for that purpose. Said special meeting of the County Committee shall be held within ninety (90) days of said vacancy.

Section 4: The Secretary shall be the Secretary of the County Committee and of any of its districts or political subdivisions, and the Secretary of the Executive Committee of the County Committee. The Secretary shall keep the minutes of all meetings and proceedings of the County Committee, the Executive Committee, and any districts and political subdivisions of the former, notify all Members of the time and place of all meetings, call or record the roll at the opening of each meeting and record the names of the Members present and absent, to the extent permitted by law and these Rules. If necessary, after a quorum is established on a motion duly made and carried, a further roll call may be dispensed with. The Secretary shall also perform such other duties as may be required by the Chairman of the County Committee and the County Committee from time to time, and at the expiration of his term of office, or on removal or inability to act, deliver all books, records, papers, or other property belonging to the County Committee to his Successor, or to the County Committee, and shall perform such other duties as may be required by the New York State Election Law.

Section 5: The Treasurer shall receive and hold in trust all funds of the County Committee, and deposit all such funds of the County Committee in a bank in Richmond County, whose deposits are insured by the Federal Deposit Insurance Corporation. Withdrawal of the said funds from the depository may be made only on the signature of the Treasurer. The Treasurer shall provide a financial report to the Executive Committee at each meeting and shall provide an annual financial report to the Executive Committee prior to January 30th of each year. The Treasurer shall also be a member of the Finance Committee of the County Committee. The records of the Treasurer shall be audited by a certified public accountant when directed by the Chairman of the County Committee or by the Executive Committee, and if required by either the Chairman or the Executive Committee, the Treasurer shall furnish bond at the County Committee's expense in such form as the Committee may direct. During the absence or disability of the Treasurer, the Chairman of the County Committee may designate the Assistant Treasurer of the County Committee to have all of the powers and functions of the Treasurer. All expenditures over two thousand five hundred dollars (\$2,500.00) shall be approved by the Executive Committee.

ARTICLE VI
COMMITTEES OF THE COUNTY COMMITTEE

Section 1: The following Standing Committees of the County Committee are hereby constituted:

- A. Committee on Law (also referred to herein as the "Law Committee")
- B. Committee on Finance (also referred to herein as the "Finance Committee")
- C. Committee on Campaigns (also referred to herein as the "Campaign Committee")

Section 2: Members and Chairmen of Standing Committees named in Section 1 of this Article shall be appointed by the Chairman of the County Committee and serve at the pleasure of said Chairman of the County Committee.

Section 3: The Committee on Law shall be chaired by the Law Chairman and have the duty of advising the County Committee, or an officer thereof, in respect of powers, rights, responsibilities and obligations of the County Committee or any of its officers. The Law Chairman shall consider, report on, and handle litigation in matters of a party or political nature that may be referred to it by the Chairman of the County Committee and to investigate all reports of violations of duty by elected or other public officials.

Section 4: The Committee on Finance shall be chaired by the Chairman of the Finance Committee and have the responsibility of developing and implementing programs to raise funds for the County Committee.

Section 5: The Committee on Campaigns shall be chaired by the Chairman of the Campaigns Committee and shall coordinate with candidate election committees in the conduct in Richmond County of election campaigns for national, state-wide, and local candidates of the Republican Party.

Section 6: Special Committees may be appointed, from time to time, by the Chairman of the County Committee, who shall define their purposes and duration.

Section 7: Advisory Committees may be appointed by the Chairman of the County Committee at his discretion. Members of such Advisory Committees shall be entitled to the privileges of the floor at any meeting of the County Committee and their Chairmen shall be deemed ex-officio members of the Executive Committee.

ARTICLE VII
EXECUTIVE COMMITTEE

Section 1: The Executive Committee of the Richmond County Republican Committee of New York shall be comprised of the following:

- Chairman of the County Committee
- Two (2) First Vice-Chairpersons (one Male and one Female)
- Secretary of the County Committee
- Treasurer of the County Committee
- Two (2) Second Vice-Chairpersons (one Male and one Female)

Assistant Secretary of the County Committee
Assistant Treasurer of the County Committee
Chairman of the Law Committee
Chairman of the Finance Committee
Chairman of the Campaign Committee
Assembly District Leaders (Male and Female)
Zone Leaders (Male and Female)

Section 2: The offices of Second Vice-Chairperson (Male), Second Vice-Chairperson (Female), Assistant Treasurer of the County Committee, Assistant Secretary of the County Committee, Chairman of the Law Committee, Chairman of the Finance Committee and Chairman of the Campaigns Committee, shall be filled by the Chairman of the County Committee and the persons appointed shall serve at his pleasure. In the event of a vacancy in the aforementioned offices, the Chairman shall fill said vacancy within ninety (90) days of its occurrence.

Section 3: A person serving as a member of the Executive Committee shall be entitled to only one vote to be exercised personally at meetings of the Executive Committee. Meetings of the Executive Committee can be held in person, telephonically, or digitally at the discretion of the Chairman of the County Committee.

Section 4: No person holding a position shall hold more than one of the positions on the Executive Committee, as enumerated in Section 1 of this Article.

Section 5: The Executive Committee shall be charged with the administration of the affairs of the County Committee and at all times when the County Committee is not in session and shall have, possess, and exercise all the rights, provisions, powers and duties which the County Committee may have, possess and exercise, except to designate, authorize, nominate, or endorse candidates for elective office, or to elect the officers of the County Committee, or to amend these Rules.

Section 6: The Executive Committee shall recommend a candidate or slate of candidates for elective public office from the Borough of Staten Island or the County of Richmond, or from a State Senatorial District, Congressional District, Assembly District, Municipal Court District, or City Councilmanic District, partly or wholly contained within Richmond County, to a special meeting of the County Committee called for the sole purpose of designating or nominating candidates to stand for election. The recommendations of the Executive Committee shall be placed in nomination at such a meeting and the Members shall have the privilege of making further nominations from the floor.

Section 7: The Executive Committee shall meet at the call of the Chairman of the County Committee. Notices for such a call may either be mailed or sent electronically. Upon written request of a majority of the members of the Executive Committee, the Chairman of the County Committee must call a meeting of the Executive Committee within ten (10) days after service of said request.

Section 8: One-third (1/3) of the voting members of the Executive Committee shall constitute a quorum.

ARTICLE VIII
MEETINGS OF THE RICHMOND COUNTY REPUBLICAN COMMITTEE

Section 1: The regular meetings of the County Committee shall be held at the call of the Chairman of the County Committee or as required by law.

Section 2: Meetings of the County Committee shall be held as follows:

A. There shall be a special meeting of the County Committee at the call of the Chairman of the County Committee for the organization as provided in Article III, Section 6 of these Rules.

B. There shall be a special meeting of the County Committee at the call of the Chairman of the County Committee for the purpose of selecting candidates for public office. Such meetings to select candidates shall be held at the call of the Chairman of the County Committee as soon as practicable after the twentieth day prior to the date upon which designating petitions may first be circulated for the Primary election.

C. When a vacancy in a nomination for public office made at a Primary election is caused by a declination, disqualification or death of a candidate, or by a tie vote, or when a candidate is to be nominated for an elective office to be filled at a special election, the Members representing the party in the district or political subdivision in which the vacancy occurs shall be duly convened at the call of the Chairman of the County Committee, and a majority of a quorum shall nominate a candidate for the office to be filled in accordance with the New York State Election Law.

D. When a vacancy in a party position elected by the County Committee, a district or political subdivision of the County Committee, or the duly enrolled voters of the Republican Party of a district or political subdivision at a Primary election, the Members of the County Committee or those Members representing the party the district or political subdivision in which the vacancy occurs shall be duly convened at the call of the Chairman of the County Committee, and a majority of a quorum shall fill the vacancy in accordance with the New York State Election Law and these Rules.

Section 3: Other special meetings may be called by the Chairman of the County Committee to amend these rules or whenever deemed advisable.

Section 4: The Chairman of the County Committee must call a special meeting of the County Committee upon receipt of a written petition by at least one hundred fifty (150) Members stating the object for which said special meeting is to be called. Any such petition received by the Chairman of the County Committee must be accompanied by a certified check or money order in the amount of five hundred dollars (\$500.00), drawn to the order of the County Committee to defray the expenses of calling and holding such special meeting. The Chairman of the County Committee must call a special meeting of the County Committee within ten (10) days from the date of receipt of said written petition accompanied by the check for expenses, as aforesaid. No other business shall be transacted at a special meeting called as requested by any petition, as aforesaid, except by unanimous consent of the Members present at said meeting.

Section 5: Notice shall be mailed of every meeting at least three (3) days prior thereto to each Member. Each Member shall deliver to the Secretary the address to which official

communications may be forwarded, but in the absence of such notice of an official mailing address, a notice shall be forwarded to each committeeman at the address appearing on the official certified roll of the County Committee as furnished by the New York City Board of Elections.

Section 6: Quorum for the transaction of business at meetings of the County Committee shall be fifty (50) Members or ten percent (10%) of the total number of Members, whichever is lower.

Section 7: Quorum for the transaction of business at meetings of the County Committee from a district or a political subdivision either wholly or partly contained within the County of Richmond, but less than the entire County of Richmond, shall be twenty (20) Members from the applicable district or political subdivision or ten percent (10%) of the total number of Members from the applicable district or political subdivision, whichever is lower.

Section 8: The meetings of the County Committee shall be held in executive session upon the resolution of a majority of the Members present at any meeting.

ARTICLE IX. **EXPULSIONS**

Section 1: The County Committee may remove a Member in accordance with Section 2-116 of the New York State Election Law.

ARTICLE X. **ORDER OF BUSINESS AND RULES OF ORDER**

Section 1: At all regular meetings of the County Committee and the Executive Committee of the County Committee the order of business shall be as follows:

- A. Pledge of Allegiance
- B. Roll Call
- C. Reading and Adoption of the Minutes of the Last Meeting
- D. Reports of Standing Committees
- E. Reports of Special Committees
- F. Reports of the Secretary and the Treasurer
- G. Old Business
- H. New Business
- I. Adjournment

Section 2: The following are the rules for the conduct of all meetings of the County Committee, Executive Committee and all other committees:

A. Motions shall not be put or debated until seconded and when seconded, shall be stated by the Chairman of the County Committee before the debate.

B. On the request of the Chairman of the County Committee or any Member, all resolutions shall be reduced to writing and signed by the Member offering same.

C. No Member shall speak more than once on the same questions to the exclusion of any other member, and no member shall speak more than five minutes at a time without the consent of the County Committee or the Chairman of the County Committee.

D. The vote on any contested nomination or election, or upon any question shall be taken by Division of the Committee upon the demand of any Member. A roll call shall be taken for the purpose of establishing a quorum or such other purposes as otherwise permitted by the most recent edition of Robert's Rules of Order, Newly Revised. A roll call wherever provided for in these rules shall be held in the following manner: The Secretary shall successively call the Member from each Assembly District by Election District in consecutive numerical order.

E. A motion to reconsider business once disposed of shall not be entertained unless moved at the same or the next regular meeting of the County Committee by motion adopted by a three-fourths vote of the members present, unless such next meeting be a special meeting.

F. Except where otherwise provided herein, all parliamentary procedures shall be governed by the New York State Election Law in effect and the most recent edition of Robert's Rules of Order, Newly Revised.

ARTICLE XI **SEAL**

Section 1: The Executive Committee shall choose a seal with some combination of the words "Richmond County Republican Committee" thereon; such seal may be affixed by the Secretary, under the authority of the Chairman of the County Committee, to all certificates and other documents where a seal is required or proper.

ARTICLE XII **SUBDIVISIONS AND VACANCIES**

Section 1: The recognized political subdivisions in Richmond County shall be the Assembly Districts or any part of an Assembly District within Richmond County, as established by law. Each Assembly District or part of an Assembly District, established by law within Richmond County, shall have one (1) Assembly District Leader (Male) and one (1) Assembly District Leader (Female) both of whom shall be duly enrolled voters of the Republican Party residing within the Assembly District, and shall be elected biennially at the Primary election held in each odd numbered year, and each shall hold office until the conclusion of their term pursuant to New York State Election law. Assembly District Leaders (Male and Female) shall be elected at the same Primary election and for the same term as Members. Assembly District Leaders (Male and Female) shall be first elected at the Primary election held in the next odd numbered year.

Section 2: Any vacancy occurring in the position of Assembly District Leader (Male) or Assembly District Leader (Female) shall be filled by the Members within the same Assembly District wherein the vacancy occurs at a special meeting of the relevant political subdivision of the County Committee, which shall be called within ninety (90) days of a vacancy. In the interim, the vacancy may be filled by the Executive Committee.

Section 3: Assembly District Leaders (Male and Female) shall be Members of the Executive Committee of the County Committee by virtue of their position and shall be entitled to one (1)

vote each. They shall also be Members but shall be entitled to a weighted vote of zero (0) by virtue of this position. Nothing in this section shall be construed to deny or abridge the weighted vote of any Member who is also elected pursuant to Article III or Article IV of these Rules in addition to being an Assembly District Leader (Male) or Assembly District Leader (Female).

Section 4: Notwithstanding Sections 1-3 of this Article, the positions of Assembly District Leaders and Associate Assembly District Leaders shall continue for 2019-2021 term of the County Committee with all the rights and privileges of Assembly District Leaders (Male and Female) according to the sex designated in the statement of party positions pertaining to their most recent Primary election filed pursuant to Section 2-120 of the New York State Election Law. Any vacancies occurring in such positions will be filled pursuant to the process in Section 2 of this Article.

ARTICLE XIII. ZONES

Section 1: Notwithstanding anything in these Rules to the contrary, for the purposes of providing better political administration, a broader base of participation in the affairs of the Republican Party, and a more efficient and stronger party structure, each Assembly District or part of an Assembly District established by law within Richmond County shall be divided pursuant of a resolution of the Executive Committee.

Section 2: The Members from the Assembly District shall elect at the same meeting called pursuant to Article III, Section 6 of these Rules two (2) Zone Leaders (Male) and two (2) Zone Leaders (Female), who must reside within said Assembly District and be enrolled Republican voters. Their duties shall be to coordinate and supervise the political activities of the other County Committeemen from their zone. Such Zone Leaders shall hold office for the same term as the County Committee. Any vacancy occurring in the position of Zone Leader shall be filled by the Executive Committee pending election in the manner provided above to be held at the next meeting of the County Committee.

ARTICLE XIV. AMENDMENTS

Section 1: These Rules may be amended pursuant to Section 2-114 of the New York State Election Law.

ARTICLE XV. MISCELLANEOUS

Section 1: These Rules shall supersede all prior Rules, Regulations or By-Laws of the Republican County Committee of Richmond County and shall become effective upon adoption by the County Committee and being filed with the New York State Board of Elections and the New York City Board Elections.