

**SUFFOLK COUNTY REPUBLICAN  
COMMITTEE**

**PARTY RULES AND REGULATIONS**

**SECTION 1.** The Republican Party of the County of Suffolk shall be constituted by the voters enrolled as members of the Republican Party in the County of Suffolk.

**SECTION 2.** The representative body of the Republican Party in the County of Suffolk shall be the County Committee to be known as the Suffolk County Republican Committee.

**SECTION 3. FUNDS AND FINANCES.** No funds may be solicited, accepted or raised in the name of, or on behalf of, the Republican Party of Suffolk County, or any subdivision thereof, without specific authorization in writing from the County Chairman. The County Chairman shall, in his discretion, prescribe such rules and regulations for any financial or fundraising activities for and on behalf of the Republican Party of Suffolk County or any subdivision thereof.

**SECTION 4. REPUBLICAN CLUBS AND COMMITTEES.** No person or group of persons may organize or maintain a Republican Club or Committee or use the Republican Party name or emblem without the approval of the Executive Committee; provided, however, that the County Chairman may grant such approval when the Executive Committee is not in session and such approval shall be subject to action of the Executive Committee at its next meeting. Any such Republican Club or Committee so approved by the Executive Committee shall be deemed a "party committee" as defined by Section 10 of the New York State Election Law.



**SECTION 5. DEFINITIONS.** The meaning of the following terms and words as used in these Party Rules and Regulations shall be construed and interpreted and defined as follows:

**VOTE.** The term "vote" as it applies to a County Committeeperson whether he or she be voting in a meeting of the County Committee or of the Town Committee, shall be one-half of the party vote in his or her election district for governor at the last preceding gubernatorial election, or in case the boundaries of such district have been changed or a new district has been created since the last preceding gubernatorial election, his or her "vote" shall be one-half of the party vote cast for members of the Assembly or in the event there was no election for member of Assembly, then one-half of the party enrollment in such district at the last preceding general election, all as set forth in the Election Law of the State of New York.

Each member of the Executive Committee shall be entitled to one vote in meetings of the Executive Committee.

**QUORUM.** At any meeting of the County Committee or of a Town Committee, a "quorum" shall be 51 percent of the County Committeepersons entitled to vote at such meeting and present in person or by proxy, said 51 percent to be determined by and based upon the "vote" of such Committeepersons as herein defined.

A "quorum" of the Executive Committee shall be thirteen members present at any meeting in person or by proxy.

A "quorum" of any other Committee described herein shall be a majority thereof present in person or by proxy.

**NOTICE OF MEETING.** A "notice" of meeting as hereinafter used in these Party Rules and Regulations shall refer to the written notice to the person specified, mailed in the U.S. Mails and addressed to him or her at the address as contained in the records of the Secretary of the Suffolk County Republican Committee except insofar as any "notice" or "notice of meeting" may hereinafter be specifically described to be given in another manner. All meetings of the County or Town Committee as hereinafter set forth in these Party Rules and Regulations shall be called upon three days written notice by mail.

## **ARTICLE 2**

### **EMBLEM**

**SECTION 1.** The emblem of the Republican Party of the County of Suffolk shall be the representation of an American Eagle as selected and certified by the Republican State Committee and filed in the Office of the Secretary of State.

## **ARTICLE 3**

### **COUNTY COMMITTEE**

**SECTION 1.** The Republican County Committee shall be the central organization and the general committee of the Republican Party in the County of Suffolk, and shall have the care of the interests and be charged with the administration of the affairs of the Party in the County and with the promotion of measures for the harmony, efficiency, success and welfare of the Republican Party.

**SECTION 2. MEMBERS - NUMBER, QUALIFICATIONS AND METHOD OF SELECTION.** (a) COMMITTEEPERSONS. There shall be elected within the County, biennially, in odd numbered years, at the official primaries

provided for in the Election Law, a Republican County Committee consisting of two members from each election district in the County who shall be enrolled voters of the Republican Party, residing in the Assembly District containing the election district in which they are elected. No person shall be discriminated against in serving on the County Committee by reason of race, color, creed, place of national origin, age or sex.

(b) ALTERNATE COUNTY COMMITTEEPERSON. In each Election District there shall be appointed an "Alternate Committeeperson" for each Committeeperson of such District. Such Alternate County Committeeperson shall be an enrolled voter of the Republican Party residing in the Assembly District containing the Election District for which he is appointed and so far as possible shall be not less than voting age. The Alternate Committeeperson shall aid and assist the Committeeperson in accordance with the directions and suggestions of such Committeeperson toward the end of promoting the principles, aims and objects of the Republican Party in Suffolk County provided, however, that under no circumstances shall such Alternate Committeeperson be deemed to be a member of the County Committee or to have any voting power therein.

Each County Committeeperson shall select and recommend the Alternate County Committeeperson of his choice to the County Chairman, who shall have the sole power of appointment.

Any such Alternate County Committeeperson may be removed by the County Chairman upon the recommendation of the County Committee member, or may be removed by the Chairman without such recommendation.

SECTION 3. MEETINGS. Organization Meeting: The County Committee shall within twenty days after its election, meet and organize by the election of such officers as these Rules provide, adopt rules and regulations and transact such other business as may come before it at a time and place to be designated by the Chairman. The Chairman, or the Secretary, if designated by the Chairman, of the outgoing County Committee shall preside until a chairman of the new County Committee is elected, and the Secretary of the outgoing County Committee shall act as such until a secretary of the new County Committee is elected. The Organization Meeting shall be a mandatory meeting of the County Committee, and in the event of the failure of the Chairman to issue the call for such meeting before the tenth day prior to the last day for the holding of such meeting as provided in the Election Law or by these Rules, then such call may be issued and the time and place of such meeting fixed by a majority of the Executive Committee.

Primary Designation Meeting: The County Committee shall hold a primary designation meeting at such time and place in each year as shall be fixed by the Chairman of the County Committee.

Other Meetings: The Chairman, upon petition in writing signed by Committeepersons representing not less than 20 percent of the vote of the entire County Committee, must call special meetings, notice of which shall be issued by the Chairman for the purpose stated in said petition, within fifteen days after service upon the Chairman of the petition personally or by Registered Mail, and such meeting shall be held not later than twenty days after such service of the petition.

In the event of the failure of the Chairman to call a special meeting upon said petition, a majority of the Executive Committee may call said meeting.

The Chairman may also call any special meeting on his own initiative.

**(a) NOMINATIONS FOR SPECIAL ELECTIONS AND/OR TO FILL VACANCIES.**

Nominations for an office to be filled at a Special Election or to fill a vacancy in a nomination where, for any reason, the Committee on Vacancies cannot fill such vacancy shall be made at a convention by vote of the County Committeepersons representing the election districts within the area encompassed by the office with respect to which a candidate is to be selected at such convention. Said convention shall be called by the County Chairman by notice mailed by Regular Mail to all Committeepersons entitled to vote at such convention at least four (4) days prior to the date of said convention.

**SECTION 4. VACANCIES.** Vacancies in the Committee shall be filled in the manner provided in the Election Law except that such vacancies may be filled temporarily by appointment by the Chairman during the interim between County Committee meetings, upon the recommendation, however, of the Chairman of the Town Committee wherein such vacancy exists.

**SECTION 5. ORDER OF BUSINESS AT MEETINGS.** The following order of business shall be maintained unless changed by unanimous consent.

1. Roll Call
2. Filling of Vacancies
3. Election of Officers

4. Adoption of rules or amendments, if any
5. Communications, Petitions, Motions and Resolutions
6. Miscellaneous business.

**SECTION 6. RULES OF ORDER.**

(a) No member shall speak more than once on the same question to the exclusion of any other member.

(b) No member shall speak more than ten minutes at a time without the general consent of the County Committee.

(c) In all other cases the Committee shall be governed by the rules as laid down in Robert's Rules of Order.

(d) Whenever there is a conflict between an express provision of these Rules and Robert's Rules of Order, these Rules shall prevail.

**ARTICLE 4**

**OFFICERS**

**SECTION 1. NUMBER.** The Officers of the County Committee shall be:

1. Chairman
2. Vice-Chairman
3. Secretary
4. Treasurer

**SECTION 2. QUALIFICATIONS AND ELECTION.** Such officers shall be enrolled voters of the Republican Party but need not be members of the County Committee and shall be elected by a majority vote of the County Committee.

SECTION 3. TERM OF OFFICE. Each officer shall be elected for a term of two years, and each officer shall hold office until a new committee is elected and organized.

SECTION 4. DUTIES OF OFFICERS. The Chairman shall preside at all meetings of the County Committee and the Executive Committee, and be an ex officio member of all committees, appoint all standing committees unless otherwise provided in these Rules, and shall, in addition to performing the duties imposed upon him by law and custom and by the Rules of the County Committee, be charged with the duty and have power to direct and manage within the County all campaigns for Federal, State, County and Town Offices.

The Chairman may, from time to time, employ additional personnel for the conduct of the affairs of the County Committee, at such compensations as may be fixed by the Executive Committee.

The Vice Chairman shall, in the absence of the Chairman, preside at all meetings of the County Committee and the Executive Committee.

The Secretary shall notify the members through the mail of the time and place of all meetings, except as otherwise provided in these Rules, keep a true report and record of all proceedings of the County Committee and Executive Committee and a roll of the members with their respective places of address, and shall act as Secretary of all standing committees, and shall keep a full and exact record of the proceedings thereof.

The Treasurer shall receive all monies of the County Committee, and keep an accurate account thereof, when received and for what expended, deposit the same to the credit thereof and in the name of

this Committee, in such bank or banks, trust company or trust companies, as designated by the Executive Committee, and shall make all payments by check on receipt of an authorization of, or a bill approved for payment by the Chairman. He shall present a written report showing amounts received and paid by him since the last preceding report, and the balance on hand; and shall submit his annual report, duly audited, showing the total receipts and disbursements for the year, to the Chairman and Executive Committee, when requested by them or either of them.

**SECTION 5. VACANCIES.** A vacancy in the office of the Chairman shall be filled at a meeting of the entire County Committee to be called and held for the purpose of filling such vacancy not more than sixty days after such office becomes vacant. A vacancy in the office of Vice-Chairman, Secretary or Treasurer, shall be filled at the next meeting of the entire County Committee after such office becomes vacant, and until such successor shall be elected, the Chairman shall appoint an enrolled voter of the Republican Party to fill such vacancy, subject to the ratification of the Executive Committee, and such appointee shall hold office until such successor is duly elected.

## **ARTICLE 5**

### **STANDING COMMITTEE**

**SECTION 1.** The standing committees of the County Committee shall be an Executive Committee, a Law Committee, a Finance Committee and such other committees as may be authorized by a duly adopted resolution of the Executive Committee.

**SECTION 2. EXECUTIVE COMMITTEE.** The Executive Committee shall consist of the Chairman, Vice-Chairman, Secretary and Treasurer of the County Committee and Chairman and Vice-Chairman of each Town Committee in the County. Insofar as possible, one such member from each Township shall be a woman and they shall be elected as provided in Article 6, Section 3, hereof. In the event that the members of the County Committee from any Town are unable to elect such officers, then the members of the Executive Committee representing such Town shall be elected by the whole County Committee.

The Chairman of the County Committee shall be the Chairman of the Executive Committee, and the Secretary of the County Committee shall be the Secretary of the Executive Committee.

Meetings of the Executive Committee shall be held at the headquarters of the Suffolk County Republican Committee upon written notice to members of the Executive Committee at least five (5) days in advance. Special meetings may be called by the Chairman on the petition of six members thereof. Notices of any special meeting shall be in writing and mailed two days prior to such meeting and such notices shall specify the purpose of the special meeting and no business other than that stated in the notice shall be transacted except upon the unanimous consent of the members present personally or by proxy. Service of the notice of an special meeting may be waived in writing at such meeting held provided such waiver shall be signed by at least thirteen members of the Executive Committee, in person or by proxy.

**SECTION 3. FINANCE COMMITTEE.** The Chairman, with the approval of the Executive Committee, may appoint a Committee on Finance to consist of such members as he may from time to time determine, composed of members of the Republican Party, who need not be members of the County Committee, whose duty shall be to provide funds for the use of the County Committee.

**SECTION 4. LAW COMMITTEE.** The Chairman may appoint a Committee on Law to consist of such members as he may from time to time determine, composed of members of the Republican Party who need not be members of the County Committee, whose duty it shall be to advise the County Committee, or any Committee or Officers thereof, on any questions of law arising upon the discharge of its or their duties; to consider, report and take charge of any litigation in any matters that may be referred to it, and to investigate all reports of violations of duty by election or other officers, and to represent the County Committee, or any Committee or Officer thereof, in the Courts in all proceedings relating to elections.

**SECTION 5.** The Chairman shall appoint all other committees created by duly adopted resolution of the County Committee or the Executive Committee.

## **ARTICLE 6**

### **TOWN COMMITTEE**

**SECTION 1. MEMBERS.** The Town Committee shall be composed of the members of the County Committee who are Committeepersons for districts of the respective Town.

**SECTION 2. POWERS AND DUTIES.** The Town Committee shall be charged with the general care and supervision of the affairs of the Party within its Town, subject however, to the Rules of the County Committee, and the Town Committee may adopt party rules and regulations for its Committee provided same are not inconsistent with the Party Rules and Regulations of the County Committee or the Election Law of the State of New York, and provided said Rules have been approved, in writing, by the County Chairman. The Town Committee shall, under the jurisdiction of, and in cooperation with the County Chairman, have charge of the campaign within its Town.

**SECTION 3. OFFICERS.** The Officers of the Town Committee shall be a Chairman, a Vice-Chairman, a Secretary and a Treasurer. Such officers shall be enrolled voters of the Republican Party and members of the County Committee and shall be designated by a majority vote of such Town Committee, except the Town Chairman who need not be a Committeeperson. The Chairman and Vice-Chairman shall be members of the County Executive Committee. The Officers of the Town Committee shall be elected at the Organizational Meeting. In the event that a vacancy is created in any office of the Town Committee by death or resignation or otherwise, such vacancy shall be filled at the first meeting of the Town Committee held thereafter.

A complete slate of officers of the Town Committee designated at the Town Organization Meeting shall be submitted to the County Committee at its Organization Meeting for approval. The designation for the filling of any vacancies in offices of the Town Committee

shall be submitted to the Executive Committee for its approval. In the event that any designations are not approved as aforesaid, then a vacancy in such office shall be deemed to exist.

**SECTION 4. ORGANIZATION MEETING.** The Town Committee shall have its Organization Meeting at the place and time designated by the retiring Chairman, upon three days written notice by mail to each member of such Town Committee, and the person calling the said meeting shall preside until election of a Chairman shall have been accomplished. This Organization Meeting shall also be empowered to adopt such party rules and regulations as it may in its discretion deem advisable, provided same are not inconsistent with the Rules of the County Committee or the Election Law. The Organization Meeting shall be held, however, prior to or at the Organization Meeting of the County Committee or, in any event, within ten days following the primary election to which members of the Committee were elected.

**SECTION 5. OTHER MEETINGS.** The Chairman of the Town Committee upon the petition in writing signed by Committeepersons representing not less than 20 percent of the vote of the entire Town Committee must call special meetings, notice of which shall be issued by the Chairman for the purpose stated in said petition within fifteen days after the service on the Chairman of the petition personally or by Registered Mail, and such meeting shall be held not later than twenty days after service of the said petition. In the event of the failure of the Chairman of the Town Committee to call a special meeting upon said petition, the said meeting must be called by the Chairman of the

County Committee. Such special meeting shall be called upon five days notice in writing to each Committeeperson within the said Town, designating the time and place of the meeting. Such meeting or meetings may be called for any purpose that would promote the interest of the Republican Party within the Town.

The Chairman of the Town Committee may also call any special meetings on his own initiative.

(a) **NOMINATIONS FOR SPECIAL ELECTIONS AND/OR TO FILL VACANCIES FOR OFFICES SOLELY WITHIN A TOWN.** Nominations for an office to be filled at a Special Election or to fill a vacancy in a nomination with respect to an office solely located within a Town within the County of Suffolk where, for any reason, the Committee on Vacancies cannot fill such vacancy shall be made at a convention by vote of the County area encompassed by the office with respect to which a candidate is to be selected at such convention. Said convention shall be called by the Town Chairman by notice mailed by Regular Mail to all Committeepersons entitled to vote at such convention at least four (4) days prior to the date of said convention.

**SECTION 6.** The Chairman of each Town Committee shall be charged with the duty and have the power to direct and manage all campaigns for Town offices under the jurisdiction and in cooperation with the County Chairman; and the Chairman of the Town Committee shall have final decision as to all Town patronage and also such other powers and duties as shall from time to time be duly conferred upon him.

**SECTION 7.** The Chairman shall call and shall preside at all meetings and decide all questions of order and perform such duties as he may be called upon to do by the Rules and Regulations of the Town Committee. In his absence, the Vice-Chairman shall act in his stead, and in the absence of both, a Chairman Pro-Tem shall be chosen.

**SECTION 8.** The Secretary shall keep the minutes in a book provided for the purpose and notify all members of all meetings.

**SECTION 9. FUNDS.** All funds received by the Town Committee or by any member of the Town Committee for County purposes shall be deposited with the Treasurer of the County Committee. Any funds received by the Town Committee or by any member of the Town Committee for Town purposes shall be deposited with the Treasurer of the Town Committee. Such Treasurer shall keep a full and accurate account of all receipts and disbursements of any funds that may be received by the Town Committee. If there be any such funds deposited with the Town Committee, he shall submit such reports of same as may be required by the Party Rules and Regulations of the Town Committee and if there are no such Party Rules and Regulations of the Town Committee, he shall submit an annual report of the same to the Town Committee. His books and accounts shall be open to inspection by the Officers of the Town and County Committees, whenever desired, only, and to such other persons as the Party Rules and Regulations of the Town Committee may provide. He shall file such reports of receipts and expenditures as may be required by the New York State Election Law.

## ARTICLE 7

### NOMINATIONS AND DESIGNATIONS

**SECTION 1.** All designations for public office or nominations for Party positions to be filled by the voters of the entire County, shall be submitted to the whole County Committee at the County Primary Designation Meeting, and a majority vote of a quorum present of such Committee shall determine the designee to be designated as the Republican Organization candidate in the official primary.

**SECTION 2.** All designations for public office or nominations for party positions to be filled by the voters of a part of the County, other than Town and Village Offices, shall be submitted to the members of the County Committee from such part of the County at the County Primary Designation Meeting and the majority vote of a quorum present of such Committee shall determine the designee to be designated as the Republican Organization candidate in the official primary.

**SECTION 3. (a)** The Executive Committee of the County Committee shall be empowered to authorize the designation, nomination or substitution of a person who is not enrolled as a member of the Republican Party as candidate for any office to be filled by the voters of the entire County or by the voters of a part of the County, other than Town and Village Offices.

**(b)** Town and Village Committees are empowered to authorize the designation, nomination or substitution of a person who is not enrolled as a member of the Republican Party as a candidate for any Town or Village public office to be filled by the voters wholly within a Town or Village, as the case may be.

(c) Town and Village Committees shall elect a presiding officer and secretary at the designating or nominating meeting, as the case may be, whose responsibility it shall be to execute and file the certificate of authorization with the Board of Elections or, in the case of Village elections, the Village Clerk acknowledging that a resolution was duly adopted, a quorum being present and voting thereon, authorizing the designation of a candidate or candidates who are not enrolled in the Republican Party.

(d) The Executive Committee of the County Committee shall be empowered to name the enrolled voters of the Republican Party who shall serve as members of the Committee To Fill Vacancies on the Designating Petitions of the Republican Organization candidates for any offices to be filled by the voters of the entire County or by the voters of a part of the County, other than Town and Village offices.

**SECTION 4. DESIGNATIONS FOR TOWN OFFICES** in the several Towns in Suffolk County shall be made by vote of the County Committeepersons representing the election districts within such Town at the Town Designation Meeting, and a majority vote of a quorum present of such committee shall determine the designee to be designated as the Republican Organization candidate in the official primary.

Such Designation Meeting shall be held within each said Town at a place designated by the Chairman of the Town Committee and at a time specified by such Chairman. Notice thereof shall be sent by mail to each Committeeperson not less than three (3) days prior to the date fixed for holding such meeting.

The room designated for the meeting place of the Town Designation Meeting shall have ample seating capacity for all of the Committeepersons of such Town.

## ARTICLE 8

### DISCLOSURE

SECTION 1. (a) Every member or officer of the Suffolk County Republican Committee shall at the time of such application state the nature and extent of the interest he has in person, partnership, corporation or association making any application, petition or request submitted for a variance, amendment, change of zoning, approval of a plat, exemption from plat or official map, license or permit, pursuant to the provisions of any ordinance, local law, rule or regulations constituting the zoning and planning regulations of a municipality.

(b) For the purpose of this Section an Officer or Committee-person shall be deemed to have an interest in the application when he, his spouse, or their brothers, sisters, parents, children, grandchildren, or the spouse of any of them:

1. is the applicant, or
2. is an officer, director, partner or employee of the applicant, or,
3. legally or beneficially owns or controls stock of a corporate applicant or is a member of a partnership or association applicant, or

4. is party to an agreement with such an applicant, express or implied, whereby he may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of such application, petition or request except that no confidential communication, as otherwise set forth by law, shall be required to be disclosed and such communication shall be privileged.

(c) ownership of less than five per cent of the stock of a corporation shall not constitute an interest for the purposes of this section.

(d) A person who knowingly and intentionally violates this section shall be guilty of conduct which constitutes grounds for his removal from his Party position by the Suffolk County Republican Committee pursuant to the Election Law of the State of New York.

## ARTICLE 9

### PROXY

SECTION 1. The members of the County Committee or Town Committee may be represented and vote by proxy at any meeting of such Committee. Voting by proxy at such meeting shall be valid. A person present by proxy shall be deemed present for all such meeting purposes including determining the presence of a quorum. A proxy shall be in writing and revokable at the pleasure of the person executing the proxy until a vote is cast.

A person appointed as a proxy and presenting same for a vote must be either: (1) an enrolled Republican voter of the political subdivision with respect to which the designation or nomination is to be made or with respect to which the issue is involved; (2) if the issue to be voted upon or the nomination or designation to be considered at such meeting involves the entire County of Suffolk, a duly elected officer of the County Committee, as above defined, or a duly elected officer of the Town Committee, as defined by Article 6, Section 3 of these By-Laws within the Town or Towns, in whole or in part, with respect to which the issue to be voted upon or the designation or nomination for party position to be considered.

