

BYLAWS
OF
THE TOWN OF BRIGHTON
REPUBLICAN TOWN & COUNTY COMMITTEE

As Amended through September 14 2000

TABLE OF CONTENTS

	<u>Page</u>
PREAMBLE	1
ARTICLE 1 - PURPOSES	1
ARTICLE 2 - MEMBERSHIP	1
1. COMMITTEE MEMBERS	1
2. DISTRICT LEADER	2
3. DUTIES	2
4. RESIDENCE	2
5. RESIGNATION	2
6. VACANCIES	3
7. REMOVAL	3
8. LIMITATION ON PAID TOWN EMPLOYEES	3
ARTICLE 3 - TOWN LEADER	4
1. SELECTION	4
2. TERM	4
3. DUTIES	4
4. DEPUTY TOWN LEADER	4
ARTICLE 4 - OFFICERS	5
1. NUMBER	5
2. ELECTION	5
3. DUTIES OF OFFICERS	5
4. VACANCIES	6
ARTICLE 5 - AREA LEADERS	6
1. NUMBER	6
2. TERM	6
3. DUTIES	7
ARTICLE 6 - STEERING COMMITTEE	7
1. FUNCTION	7
2. MEMBERSHIP	7
3. QUORUM	7
4. VOTING	7
5. STEERING COMMITTEE MEETINGS	8
6. REPORTS	8
ARTICLE 7 - MEETINGS	8
1. ROUTINE MEETINGS	8
2. SPECIAL MEETINGS	9
3. EMERGENCY MEETINGS	9
4. NOTICE OF MEETINGS	9
5. QUORUM	9
6. VOTING	10
7. ATTENDANCE	10
8. CONDUCT OF MEETING	10

TABLE OF CONTENTS CONT'D.

	<u>Page</u>
ARTICLE 8 - SELECTION OF CANDIDATES FOR ELECTIVE OFFICE . . .	11
1. VACANCIES	11
2. CANDIDATE SELECTION	11
3. SUBMISSION	11
ARTICLE 9 - STANDING AND OTHER COMMITTEES	11
1. FINANCE COMMITTEE	11
2. COMMITTEE ON VACANCIES	11
3. CANDIDATE SCREENING COMMITTEE	12
4. ADDITIONAL COMMITTEES	12
ARTICLE 10 - COMMITTEE FINANCES	12
1. BUDGET	12
2. FISCAL YEAR	12
3. ANNUAL REVIEW	12
4. DUES	13
5. CONTRIBUTIONS	13
6. CAMPAIGN EXPENDITURES	13
7. BORROWING	13
ARTICLE 11 - AMENDMENT OF RULES	13
ARTICLE 12 - MISCELLANEOUS PROVISIONS	13
1. ADDITIONAL RULES	13
2. GOVERNING LAW	13
3. AVAILABILITY OF RECORDS	13
4. EFFECTIVE DATE AND CONTINUING EFFECT	14

PREAMBLE

These By-Laws shall constitute the rules and regulations for governance of the Town of Brighton Republican Committee (the "Committee") of the Town of Brighton, County of Monroe, State of New York. Membership in the Committee and all other offices provided for hereunder, shall be open to all enrolled Republicans residing within the Town of Brighton regardless of race, creed, gender, religion, color of skin or country of national origin.

ARTICLE 1 - PURPOSES

The purposes of the Brighton Republican Town and County Committee (hereinafter the "Committee" shall be:

1. To promote diligent, consistent and sustained political action in order to insure the continuation of Republican government in the Town, County, State and Nation.
2. To participate in political functions of government in the Town, County, State and Nation.
3. To select and support Republican Party candidates for elective office.
4. To promote the general welfare and progress of the community.
5. To advance the common knowledge and understanding of Republicanism and its principles.

ARTICLE 2 - MEMBERSHIP

1. COMMITTEE MEMBERS:

(A) The Committee shall consist of (i) County Committee Members, and (ii) Deputy Members. Together, they shall be known as the Committee and individually as Committee Members. All Committee Members shall have one (1) vote at meetings of the Committee.

(B) Each election district in the Town of Brighton shall be represented on the Committee by not more than four (4) County Committee members. County Committee Members shall be elected or appointed as provided in the Bylaws of the Monroe County Republican Party.

(C) At the Committee *Organization Meeting*, described below, and from time to time thereafter at the discretion of the Committee as then constituted, the Committee may, by majority

vote of those present, elect any enrolled Republican voter who resides in the Town as a Deputy Member. Deputy Members shall serve terms ending upon the following biennial primary day at which County Committee Members are elected.

2. DISTRICT LEADER:

(A) 1 of the 4 Committee Members from each election district shall be designated as the District Leader. The District Leader shall be designated by and serve at the pleasure of the Town Leader.

3. DUTIES:

(A) Each Committee Member serves as the representative of the Republican Party in his or her election district and is responsible for supporting the purposes and activities of the Committee. A Member should be familiar with his/her neighbors and their political and governmental interests. The Member should work to effectively communicate the message of the Republican Party to the individual voter, and furnish input from the individual voter to the Republican Party. Under the guidance of the District Leader, the Members shall circulate nominating petitions; encourage and assist in voter registration, organization and conduct of political campaigns; promote fund-raising; and encourage turnout of voters during elections.

(B) Each Committee Member is expected to attend scheduled meetings of the Committee. In addition, each Committee Member should, to the extent possible, attend training sessions, area meetings, and political and social functions of the Committee and the Republican Party within the County. County Committee Members are expected to attend all meetings of the County Committee. Deputy Members may attend but not vote at meetings of the County Committee.

4. RESIDENCE:

(A) A County Committee Member shall reside within the Town of Brighton and the Assembly District in which such member's election district is located. It is preferred but not required that a County Committee Member also reside in the election district which such Member represents.

(B) A Deputy Member shall reside in the Town of Brighton.

5. RESIGNATION:

(A) The resignation of any Committee Member including District Leaders, shall be made by giving written notice thereof to the Secretary, the Chair or Town Leader. Such resignation shall become effective upon acceptance by the Chair or Town Leader. A copy of the resignation shall be filed with the Monroe County Republican Committee by the Town Leader.

(B) A Committee Member shall be deemed to have resigned upon enrollment in another party or moving his or her voting residence outside of the Town.

6. VACANCIES:

(A) A vacancy occurring in a County Committee position shall be filled by the County Committee under the rules provided in the Bylaws of the Monroe County Republican Committee, upon the recommendation of the Leader after consultation with the District Leader and Chair and approval by the Executive Committee.

(B) The filling of any vacancy in a County Committee position shall be subject to the "90 day rule" described in Section 2.03 of the Bylaws of the Monroe County Republican Committee with regard to voting at meetings of the County Committee. For purposes of this rule, existing Committee Members who are appointed to fill vacant positions in election districts other than the district they currently represent will be deemed to represent their old election district for purposes of voting at a meeting of the County Committee held within 90 days of their appointment to fill a vacancy in a new election district.

7. REMOVAL:

(A) County Committee Members may be removed by the Monroe County Republican Committee after recommendation by the Town Executive Committee as submitted by the Town Leader to the County Secretary, upon notice and hearing in accordance with the Bylaws of the Monroe County Republican Committee and the Election Law. Grounds for removal are:

- (i) disloyalty to the Party; or
- (ii) corruption in office.

(B) Deputy Members may be removed at any time, with or without cause, by majority vote of those present at a meeting of the Committee.

8. LIMITATION ON PAID TOWN EMPLOYEES:

Any Members of the Committee who are paid employees of the Town of Brighton may not serve as an officer of the Committee or as a member of the Executive or Candidate Screening Committees.

ARTICLE 3 - TOWN LEADER

1. SELECTION:

At the biennial organization meeting of the Committee held as prescribed by law, there shall be voted a recommendation to the Chair of the Monroe County Republican Committee, for

appointment as Brighton Republican Town Leader to represent the County Chair within the Town of Brighton. The candidate for appointment shall be an enrolled Republican residing in the Town of Brighton, and a member of the Committee. The candidate for appointment may be an officer of the Committee, except for Treasurer.

2. TERM:

The Town Leader shall serve at the joint pleasure of the Committee and the County Chairman, in the interval between Organization Meetings. In the event of a vacancy occurring in the interval between Organization Meetings, the vacancy shall be filled at a regular meeting of the Committee. To facilitate such election, the Committee Chair may request the Nominating Committee to make recommendations for selection as to Town Leader.

3. DUTIES:

In addition to duties set forth elsewhere in these Bylaws, the Town Leader is responsible for:

(A) Being the chief political spokesperson for the Brighton Republican Party.

(B) Recommending and coordinating political policy for the Committee.

(C) Reporting regularly to the Committee about the activities and concerns of the Monroe County Republican Committee.

(D) Attending or designating someone to attend on behalf of the Town Leader Monroe County Republican Committee Executive meetings.

4. DEPUTY TOWN LEADER:

The Town Leader may appoint, from the members of the Committee, a Deputy Town Leader who shall serve at the pleasure of the Town Leader with the following duties:

(A) Act as Town Leader in his or her absence or disability.

(B) Represent the Town Leader in his or her absence at meetings of the Monroe County Republican Executive Committee.

(C) Such other duties as the Town Leader shall prescribe.

ARTICLE 4 - OFFICERS

1. NUMBER:

The officers of the Committee shall be a Chair, a Vice Chair, a Secretary and a Treasurer, and such other officers as the Committee shall determine from time to time.

2. ELECTION:

The members of the Committee shall elect the officers at the Organization Meeting. Each officer shall hold his office for a term of two (2) years and until a successor is chosen and elected. Any officer may be re-elected to office an unlimited number of times. Each officer shall be an enrolled Republican and a resident of the Town of Brighton and a member of the Committee. The same person may hold more than one (1) office, except that no one (1) person may serve simultaneously as Chair or Leader, and Treasurer.

3. DUTIES OF OFFICERS:

The officers shall have the following authority and perform the following duties:

CHAIR

(A) The Chairman shall have responsibility for the management of the affairs, business and operations of the Committee, and shall preside at all meetings of the Committee and the Steering Committee and shall be a member on all standing committees, with the right to vote.

VICE-CHAIR

(B) During the absence or disability of the Chair, the Vice-Chair shall have all of the powers and functions of the Chair. The Vice Chair shall chair the Membership Committee. The Vice-Chair shall perform such other duties as the Chair shall from time to time prescribe.

SECRETARY

(C) The Secretary shall give notice and attend all meetings of the Committee and the Steering Committee and shall keep a record of their doings; shall record all votes and minutes of all meetings in a book kept for that purpose; shall prepare all correspondence and execute all orders, votes and resolutions not otherwise committed; shall prepare and keep a current list, by election district, of all of the members of the Committee; and shall perform such other duties as provided herein and as may be required by the Chairman.

In the case of absence or disability of the Secretary the Chairman may appoint a Secretary pro tem.

TREASURER

(D) The Treasurer shall keep an account of all monies received and expended for the use of the Committee; shall deposit all sums received in a bank or banks or trust company approved by the Steering Committee; disburse funds from time to time as approved by the Steering Committee; prepare financial statements to be furnished at each regular Committee and Steering Committee meeting; prepare and file financial disclosure statements required by law; and perform such other duties as the Chair may, from time to time, prescribe. The Treasurer shall serve as an ex-officio member of the Finance Committee.

In case of absence or disability of the Treasurer, the Chairman may appoint a Treasurer pro tem.

4. VACANCIES:

Any vacancy occurring among the officers except the Chair may be filled by appointment by the Town Leader, subject to the approval of the Steering Committee, such appointment to continue until the next Organization Meeting of the Committee, or of a meeting especially called for that purpose at which time the Committee shall fill the vacancy by election. A vacancy among the Chair shall be filled by the Vice Chair, if any, and if not, then by appointment by the Town Leader subject to approval by the Steering Committee, such appointment to continue until the next Organization Meeting of the Committee, or of a meeting especially called for that purpose at which time the Committee shall fill the vacancy by election.

ARTICLE 5 - AREA LEADERS

1. NUMBER:

The Town Leader, may appoint up to six (6) members of the Committee to act as Area Leaders. An Area Leader shall not coordinate the activities of more than eight (8) election districts.

2. TERM:

Area Coordinators serve at the pleasure of the Town Leader.

3. DUTIES:

The duties of Area Coordinators shall include:

- (A) Act as liaison between the Executive Committee and the District Leaders; and
- (B) Coordinate activities in the group of Election Districts assigned to them; and

- (C) Such other duties as the Chair or Town Leader shall prescribe.

ARTICLE 6 - STEERING COMMITTEE

1. FUNCTIONS:

In addition to such authority as may be delegated by the Town Leader, the Steering Committee shall:

- (A) Support and assist in the activities, affairs and business of the Committee;
- (B) Act as liaison between the officers, district leaders and members of the Committee;
- (C) Advise and consult with the Town Leader;
- (D) Exercise, so far as is consistent with law, all of the powers of the Committee in the intervals between meetings of the Committee.

2. MEMBERSHIP:

The Steering Committee shall consist of the Town Leader, Deputy Town Leader (if any), the officers of the Committee, Area Leaders and up to four (4) members of the Committee at-large appointed by the Town Leader.

3. QUORUM:

A majority of the Steering Committee shall constitute a quorum for the transaction of its business. If a quorum shall not be present a lesser number may adjourn the meeting to some future time not more than thirty (30) days thereafter, and hold an informational session in the interim.

4. VOTING:

All questions shall be decided by a majority of the members of the Steering Committee present.

5. STEERING COMMITTEE MEETINGS:

The Steering Committee shall schedule not less than five (5) meetings a year at least two (2) of which shall be held prior to the regular business meetings of the Committee specified in Article 7. The Steering Committee shall also meet on the call of the Town leader, Chair, or upon the call of any five (5) members. Notice specifying the time and place of all meetings shall be given by the Chair or Chair's designee not less than five (5) days prior to the date of the meeting.

6. REPORTS:

The Chair shall make a report of the minutes and actions taken at any meeting of the Steering Committee at the following meeting of the Committee.

ARTICLE 7 - COMMITTEE MEETINGS

1. ROUTINE MEETINGS:

(A) THE ORGANIZATION MEETING:

The Committee shall hold an Organization meeting biennially within 15 days after the election of County Committee members during the September primary for the election of officers, the filling of vacancies, and such other business as may be deemed necessary and appropriate.

(B) THE DESIGNATION MEETING:

Its purpose shall be to designate candidates for public office and it shall be held not less than four (4) weeks prior to the first day for the signing of the official designating petitions. The Chair shall present to the members of the Committee such candidates for public offices wholly within the Town of Brighton for whom the Secretary or Town Leader shall have received a written intention to seek such office. Candidates shall be presented in such manner as may be announced by the Town Leader.

Information Meetings to present candidates for offices representing two (2) or more political subdivisions shall be held in such manner not inconsistent with the Bylaws of the Republican Party of Monroe County.

(C) THE CAMPAIGN MEETING:

Its purpose shall be to organize the Republican fall campaign and it shall be held at such time as shall be fixed by the Steering Committee.

(D) REGULAR MEETINGS:

At the call of the Town Leader and, in the event of the Town Leader's absence or incapacity by the Chair of the Committee or the Deputy Town Leader. A schedule of all Regular Meetings for the coming calendar year shall be delivered to all Committee Members by January 31 each year. Any notice of change in the schedule must be delivered at least ten (10) days in advance to all Committee Members. There shall be not less than six

(6) Regular Meetings per year, which may include the Organization Meeting and the Designation Meeting. The meetings shall be held not less than twenty (20) days nor more than one hundred twenty (120) days apart.

2. SPECIAL MEETINGS:

Special meetings shall be held on the call of the Chair or Town Leader following the receipt by the Secretary of a written petition signed by fifteen percent (15%) or more of the members of the Committee, representing not less than twenty-five percent (25%) of the election districts. Within ten (10) days after receipt of the said petition a call for the meeting shall be mailed, the date of such meeting shall not be later than twenty (20) days or earlier than ten (10) days from the issuance of the call. In the event that the Chair and Town Leader shall fail to call such meeting within ten (10) days after the filing of such petition, the notice shall be made and delivered by any two (2) officers of the Committee or, if no such notice is made and delivered after another five (5) days, then such notice shall be made immediately by the Secretary of the County Committee.

3. EMERGENCY MEETINGS:

An Emergency Meeting of the Committee may be called by the Town Leader or the Chair upon not less than twenty-four (24) hours notice delivered by telephone or personally delivered to Committee Members. Any actions taken at an Emergency Meeting shall be reviewed and subject to ratification at a Regular or Special Meeting of the Committee held within thirty (30) days of the date of the Emergency Meeting.

4. NOTICE OF MEETING:

Except as provided above for Emergency Meetings, notice of the time and place of every meeting shall be given by mailing a notice of meeting to each member not less than ten (10) days nor more than twenty (20) days prior to such meeting. Such notice shall be directed to each member at his/her address as it appears on the record of the Committee.

5. QUORUM:

At all meetings of the Committee there shall be present in person at least twenty-five percent (25%) of the Committee Members in order to constitute a quorum. If a quorum is not present, a lesser number may adjourn the meeting to some future time, not more than fourteen (14) days later. At such adjourned date only that business may be transacted which might have been transacted at the meeting as originally called. A meeting at which a quorum is initially present may transact business thereafter until its adjournment irrespective of the number present thereafter.

6. VOTING:

(A) At all meetings of the Committee each member shall be entitled to one (1) vote.

(B) The election of officers, including Town Leader, and the designation of candidates for office shall be done by secret ballot if two (2) or more candidates shall have been nominated. All other voting shall be done in an open manner unless one-third (1/3) of those present wish the vote to be closed, upon motion duly made and seconded. The Chair shall designate a member of the Committee to officiate at the counting and certification of votes in a secret ballot. The results of any secret ballot shall not be disclosed.

(C) All motions shall be approved by majority vote of those present and entitled to vote.

(D) Proxies and absentee ballots, whether written or otherwise, shall not be allowed at meetings of the Town Committee, the Executive Committee or of any committees of the Committee.

7. ATTENDANCE:

All meetings of the Committee and its committees will be open to attendance by all Committee members.

8. CONDUCT OF MEETING:

The Chair shall have the power to limit debate or discussion on any question by time and number of speakers, to limit the number or duration of seconding speeches for any candidate and otherwise to determine questions of procedure of the meeting not inconsistent with these Bylaws, New York State laws or the Bylaws of the Monroe County Republican Party, having due regard for fairness and limitations on the time available for the completion of the business of the meeting.

ARTICLE 8 - SELECTION OF CANDIDATES FOR ELECTIVE OFFICE

1. MEETINGS:

There shall be one or more candidate information meetings held for all offices for which the Committee will designate a candidate or for which Committee Members shall be eligible to vote at a Committee meeting, a County Committee convention or at a mini-convention. Any announced Republican candidate for each office shall be responsible for notifying the Secretary of his or her interest in attending and making a presentation before such a candidate information meeting and shall be given fair and equal opportunity to make an appearance before the Committee.

2. CANDIDATE SELECTION:

(A) Candidates shall be selected by unweighted vote of the Committee at a meeting called for that purpose.

(B) A majority vote shall be required in order to designate a candidate. If more than two (2) candidates are nominated and no candidate receives a majority vote, the lowest ranked candidate will be dropped from the ballot and the remaining candidates will be voted upon in another round, this process continuing until there is a majority vote.

(C) "Bullet" voting (meaning casting a single vote where more than one (1) vote is allowed on a ballot) is allowed.

3. SUBMISSION:

Ballots in any contested election shall be secret and the results shall not be made known to the Committee.

ARTICLE 9 - STANDING AND OTHER COMMITTEES

1. FINANCE COMMITTEE:

There shall be a Finance Committee which shall consist of the Treasurer and such members of the Committee as may be designated by the Steering Committee. It shall perform such functions as may, from time to time, be entrusted to it by the Steering Committee.

2. COMMITTEE ON VACANCIES:

There shall be a Committee on Vacancies the members of which shall be designated by the Chair, with the concurrence of the Town Leader. Its function shall be the ascertainment of and recommendations for the filling of vacancies among the committee membership in accordance with Section 6 of Article 2 of these Rules together with such other functions as the Town Leader may prescribe. The Nominating Committee shall consist of not less than five (5) Committee members, one (1) of whom shall be designated as chair of such Committee, and notify the Committee in writing of such appointment and the vacancy or vacancies to be filled. The Nominating Committee shall review (to include a personal interview if practicable) all persons who have indicated an interest in the vacancy to the Committee, and shall recommend one (1) or more candidates to the Committee.

3. CANDIDATE SCREENING COMMITTEE:

Whenever an elected office in the Town of Brighton, or within a larger jurisdiction encompassing the Town of Brighton or a portion thereof, is to be filled, the Chair, after consultation with the Town Leader, shall appoint a Candidate Screening

Committee to consist of not less than seven (7) members of the Committee, one (1) of whom shall be designated as chair, and one (1) alternate member, and notify the entire Committee of such appointment. The Candidate Screening Committee shall screen such candidates who evidence interest in seeking the designation to fill such vacancy, and recommend one (1) or more persons to the Committee for consideration for nomination selection or recommendation as appropriate.

4. ADDITIONAL COMMITTEES:

The Town Leader shall appoint such other committees as may be necessary, from time to time, to further the purpose of the Committee, with such powers and authority as the Town Leader may deem advisable. The members of these committees need not be members of the Committee.

ARTICLE 10 - COMMITTEE FINANCES

1. BUDGET:

The Treasurer shall prepare, and the Steering Committee shall review and approve, the Committee's budget for the fiscal year.

2. FISCAL YEAR:

The Fiscal Year end shall be the calendar year.

3. ANNUAL REVIEW:

The books and financial records of the Committee shall be reviewed at least biannually by an independent certified public accountant who shall not be an officer nor personally related or professionally affiliated with an officer of the Committee.

4. DUES:

There shall be no dues.

5. CONTRIBUTIONS:

The Committee may accept voluntary contributions, provided that all requirements of state and federal election laws have been met.

6. CAMPAIGN EXPENDITURES:

Committee funds which are expended on behalf of one or more candidates must be approved, in advance, by the Steering Committee.

7. BORROWING:

The Committee shall not undertake any borrowing, or pledging of the assets of the Committee.

ARTICLE 11 - AMENDMENT OF BYLAWS

These rules may be amended by a two-thirds (2/3) vote of the members present and voting at any meeting of the Committee, provided that a copy of the proposed amendments shall have been mailed to each voting member at least two (2) weeks prior to the date of the meeting.

ARTICLE 12 - MISCELLANEOUS PROVISIONS

1. ADDITIONAL RULES:

Roberts Rules of Order shall govern all meetings of the Committee so far as they are applicable and not inconsistent with these Rules or with the Rules and Regulations for the Republican Party of Monroe County or with the Election Law.

2. GOVERNING LAW:

The By-Laws shall be subject to the provisions of the New York State Election Law and the Rules and Regulations of the Monroe County Republican Committee, and in the event of any conflict, the Election Law and the County Committee Rules and Regulations shall govern.

3. AVAILABILITY OF RECORDS:

The names, addresses and telephone numbers of Committee Members shall be available to Committee Members and members in good standing of the Republican Party upon request solely for use in Party purposes or activities. No information regarding Committee members may be disclosed for any other purpose, whether commercial or otherwise, without the member's specific, prior consent.

4. EFFECTIVE DATE AND CONTINUING EFFECT:

These rules shall be effective immediately upon their adoption and shall continue to be the rules of each successive Town Committee hereafter elected until repealed or superseded.