

# Horry County Republican Party Bylaws

When it shall become desirable for a people with mutual goals to elect and appoint individuals to represent them in pursuit of those goals, it is altogether fitting and proper that those so selected should be guided in their endeavors by written expression of the desires of that people. With the greatest appreciation and felicity for those selected to guide our affairs, we, The Horry County Republican Party, do ordain and establish these bylaws for the governance of the Horry County Republican Party.

## **Article I. General Statement**

### **Section 1. Elected Officials**

The elected and appointed officials of the Horry County Republican Party are responsible for promoting and complying with those Republican goals articulated in the South Carolina Republican Party Platform.

They shall be guided in their endeavors by these bylaws, the County Chairman's Manual published by the South Carolina Republican Party, the South Carolina Republican Party Rules, and South Carolina election laws.

**Section 1-A.** Elected and appointed officials of the Horry County Republican party shall not endorse, work for, assist, or allow their name to be used in support of a Republican candidate who has opposition from another Republican candidate during a Primary or Run-off election. Likewise, these officials shall not endorse, work for, assist, or allow their name to be used in support of a candidate from an opposing political party against a Republican candidate during a General election. Failure to comply with these requirements shall constitute *prima facie* evidence for their dismissal as an elected or appointed official of the Horry County Republican Party.

Should any conflict exist or develop between these bylaws and the South Carolina Republican Party Rules, or in matters not covered by these bylaws, the South Carolina Republican Party Rules will be followed as a guide.

### **Section 2. Distribution of the By-Laws**

Each Party officer and Executive Committeeman shall receive a copy of these bylaws upon initial approval by the County Executive Committee and thereafter as requested.

### **Section 3. Definition of Terms**

Where used in these bylaws, references to male gender shall be interpreted to include the female gender.

The term "Party" as used herein shall mean and refer to the Horry County Republican Party.

The term “party member” or “member of the party” shall mean and refer to those individuals current in their dues assessment as may be levied by the County Executive Committee of the party and be a resident of Horry County, SC.

The term “precinct(s)” as used herein shall mean and refer to the political subdivisions of Horry County.

## **Article II. Elections and Term of Office**

### **Section 1. Term of office.**

The term of office for all elected Party officials shall be for two years and shall become effective upon completion of the party’s county convention. The same individual shall not hold the office of Chairman for more than three consecutive terms.

### **Section 2. Election of Chairman, Vice Chair, State Exec. Committeeman, and local delegates.**

The party, in convention, shall elect a Chairman, a Vice Chairman, a State Executive Committeeman, and local delegates to the state and district conventions.

### **Section 3. County Executive Committeeman Election**

The County Executive Committee shall be elected at the precinct level, with one elected Executive Committeeman from each precinct, during that precinct’s reorganization.

### **Section 4. County Executive Committee, Chairman, and Vice Chairman voting duties**

The County Executive Committee shall be composed of those executive Committeemen elected from their precinct and the Chairman, Vice Chairman, and State Executive Committeeman. The Chairman only votes on the County Executive Committee in case of a tie. The Vice Chairman, State Executive Committeeman, and executive committeemen are entitled to vote on all matters. The Vice Chairman when chairing a meeting of the County Executive Committee in the absence of the Chairman shall not vote except in case of a tie.

## **Article III. County Executive Committee**

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### **Section 1. Duties of the County Executive Committee**

The County Executive Committee is charged with the operation and control of the Party. It will exercise that control through those officers elected in convention and other officers, officials and committees as it may hire or appoint.

### **Section 2. Election of a Provisional Horry County Republican County Chairman**

At the first meeting of the County Executive Committee, after the Party’s Convention, the County Executive Committee shall elect from among its members a provisional Chairman of the Party. The sole function of the provisional Chairman shall be to assume the duties and function of the Chairman

in the event that both the Chairman and/or Vice Chairman positions should simultaneously become vacant and they are unable to serve.

The County Executive Committee must convene within thirty days to elect a permanent Chairman and Vice Chairman to fill the extant vacancies. This provision may be waived if a regularly scheduled county Party convention is to be held within ninety days. A quorum of the County Executive Committee shall be a majority of voting members. A quorum of all other committees shall be the lesser of twenty-five (25) members or one-third of the members thereof. All meetings must be properly noticed.

In case of a vacancy occurring in the office of the Chairman, Vice-Chairman or Executive Committeeman, a quorum for the purpose of electing an individual to fill the vacancy shall be two-thirds (2/3) of the membership of the Executive Committee electing the replacement. A quorum at all conventions shall be a majority of the delegates thereto.

However, for entity that has two (2) consecutive inquorate meetings for which notice has been properly provided, then the quorum going forward for such entity shall be the members present until the succeeding reorganization. If an inquorate meeting occurs, then a follow up Executive Committee meeting should be reconvened within 30 days with proper notice given.

### **Section 3. Filling Vacancy of an Elected Executive Committeeman**

Subsequent to the election of an Executive Committeeman if that Executive Committeeman is unable to serve, refuses to serve, or is disqualified, the vacancy will be filled as determined by the Line of Succession and further fill in remaining vacancies per the Line of Succession for each Executive Committee vacancy.

The term “Line of Succession” shall mean and refer to the order of succession to office at the precinct level. The Line of Succession, in order, shall be executive committeeman, precinct president, the first vice president, followed by the second vice president. The precinct secretary, treasurer, and convention, district and state delegates are not in the Line of Succession.

**Section 4.** If no committeeman was elected during the precinct reorganization there is no Line of Succession and no one shall assume the duties of Executive Committeeman. In that case the Precinct president or highest-ranking member in the Line of Succession for that precinct may call for a precinct meeting for the purpose of electing an Executive Committeeman to fill the vacancy. All precinct members who were present at the original precinct reorganization and are still residing in the precinct must be notified in writing at least five business days prior to the meeting. A majority of the precinct members present at the original precinct reorganization must be present for the election to proceed. A majority vote of those attending will be sufficient to elect an Executive Committeeman to fill the vacancy.

### **Section 5. Executive Committeeman Absenteeism**

In all cases where an Executive Committeeman is unable to attend a meeting of the County Executive Committee or a standing committee to which he is assigned and has not designated a proxy, the highest-ranking member from his precinct in the Line of Succession may attend, act, and

vote on his behalf. Any Executive Committeeman, who misses three (3) Executive Committee meetings during his term and has not sent a letter or Email explaining any special circumstances, will be dismissed from office. This action will be initiated by the Chairman upon being notified by the HCGOP recording Secretary.

### **Section 6. Establishing Dues Structure**

The County Executive Committee shall establish a dues structure for Party members.

## **Article IV. County Republican Party Chairman**

### **Section 1. Duties of the County Republican Party Chairman**

The Chairman shall comply with and discharge those duties specified by the County Chairman's Guide, South Carolina Republican Party Rules, State and Federal election laws, and these bylaws. He will ensure compliance with those directives by all Party officers.

The Chairman, or in his absence, the Vice Chairman shall chair all meetings of the Party and County Executive Committee, but shall have no vote except in case of a tie. The Chairman will be an *ex officio* member of all standing committees. The Chairman will be the sole official public spokesman of the party.

The Chairman, by virtue of his election as County Chairman in Convention, shall be a member of the State Executive Committee, Congressional District Executive Committee, and a delegate to all local, district and state conventions and will be the chairman of the delegation representing the Party at those conventions.

The Chairman, acting at the direction of the County Executive Committee, will issue the "call" for meetings and conventions. With regard to county conventions, the County Executive Committee determines the date, time and place; the Chairman's role is ministerial in carrying out the County Executive Committee's wishes and the Chairman should not act unilaterally for the committee.

At the county convention, the Chairman calls the convention to order and conducts the election of convention officers (i.e., the temporary chairman and temporary secretary). The convention Chairman may be a different person from the County Chairman (but does not have to be). The convention is a distinct entity, separate and apart from the County Executive Committee, and as such it may elect its own chairman and secretary. The role of the convention Chairman is simply to preside for the duration of the convention. The convention Chairman has no power or authority other than to make certifications following the convention.

The Chairman, under both the State Party Rules and South Carolina law, performs certain functions relating to the nomination of candidates. Where a primary has been designated, the Chairman must receive the declaration of candidacy for the Republican primary. The Chairman must then vet candidates who properly file for the Republican primary. South Carolina law specifies that the Chairman must designate poll watchers in writing, in order for election officials to admit them to the polling place.

The Chairman is responsible for coordinating and organizing volunteer activities for the Republican ticket within Horry County. These activities may include phone banks, yard signs, literature drops and get out the vote (GOTV) efforts.

The Chairman shall undertake an active candidate recruitment effort as a year-round activity. With the increasing amount of time and money devoted to elections, many potential candidates may not begin preparing without encouragement until it is too late to mount a successful campaign against a well-organized and well-funded opponent (especially when the opponent is an entrenched incumbent).

The Chairman shall prepare an agenda for all meetings of the Party and County Executive Committee.

The Chairman shall convene quarterly meetings of the County Executive Committee and other special meetings of the County Executive Committee when conditions warrant such meetings.

The Chairman will turn over to the treasurer, within 3 business days, all funds, actual and in-kind, he may receive.

The Chairman shall perform such other duties as may be directed by the Executive

Committee. **Section 2. County Republican Party Chairman Budget Approval.**

All checks drawn on the Party's checking account must contain two signatures.

The Chairman is authorized to be one of those signatories. He is authorized to countersign checks up to \$1,000 in furtherance of the party's operation and goals. This limit is exclusive of the normal expenses associated with maintaining the party's headquarters or renting or leasing temporary locations for Party meetings.

Expenditures in excess of \$1,000 require prior approval of the County Executive Committee's finance committee. If approved, both the Chairman and the finance committee must countersign the check. If disapproved, the Chairman may appeal to the County Executive Committee.

### **Section 3. County Chairman's Yearly Plan**

The Chairman, within thirty days of his election or reelection, and yearly thereafter, shall present to the County Executive Committee a yearly plan for the operation of the Party which shall include, but is not limited to, fund raising, recruitment of election candidates, support for existing elected officials, and social and special events designed to foster a sense of amity among Party members. The County Executive Committee and standing committees shall use this plan to guide its activities during the coming year.

### **Section 4. The Vice Chairman Acting as Surrogate**

The Chairman shall keep the Party's Vice Chairman fully informed of his activities and plans in order that the Vice Chairman may act as his surrogate if the need should arise. The Chairman, while

retaining the responsibility for their completion may delegate such of his duties as described herein to the party's Vice Chairman for completion.

#### **Article V. The State Executive Committeeman**

**Section 1.** The State Executive Committeeman is the elected officer designated to represent the Party on the State Executive Committee. The State Executive Committeeman shall brief the Party and County Executive Committee on all matters concerning the Party that were discussed at the most recent meeting of the State

##### **State Executive Committee.**

The State Executive Committeeman shall be an officer of the County Executive Committee and shall be entitled to vote on all matters provided he also represents a precinct on the County Executive Committee.

#### **Article VI. The County Republican Party Secretary**

##### **Section 1. The Secretary's Duties**

The secretary of the Party shall also be the secretary of the County Executive Committee. The County Executive Committee shall appoint the secretary. The secretary shall be responsible for keeping minutes of all proceedings of the Party and County Executive Committee meetings.

The secretary shall be custodian of all official records of the party. The secretary shall keep an up-to-date listing of all appointed Party officials, Party officers, and executive committeemen. This listing shall include, as a minimum, the name, mailing address, and phone number, of each individual.

The secretary shall keep an up to date roster of all Party members that will be used for dues billing purposes.

The secretary shall mail dues notices to individuals whose dues have expired. The secretary is authorized to be one of the signatories on bank checks of the party. He is authorized to countersign checks up to \$1,000 in furtherance of the party's operation and goals. This limit is exclusive of the normal expenses associated with maintaining the party's headquarters or renting or leasing temporary locations for Party meetings.

Upon approval, one copy of the county bylaws shall be furnished to the Executive Secretary of the State Party for his records.

It shall be the duty of the Horry County Republican Party secretary to maintain as a part of his official records, a complete and accurate copy of these bylaws together with any changes, additions or amendments, and to produce such copies at all meetings of the Party.

At each Executive Committee meeting the Secretary shall call the roll of the entire EC list marking those present. When an EC (executive committeeman) has missed three (3) meetings it will be the responsibility of the Secretary to inform the Chairman.

## **Section 2. Formal Designation of the County Republican Party Secretary**

The secretary is not and shall not be considered a personal secretary in the traditional sense for any individual member, official, or officer of the party.

## **Section 3. Offices of the Secretary and Treasurer**

The offices of Secretary and Treasurer may be combined at the discretion of the County Executive Committee and concurrence of the Secretary.

## **Article VII. The County Republican Party Treasurer**

### **Section 1. Responsibilities of the County Republican Party Treasurer**

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The Treasurer shall be responsible for receiving and disbursing all funds to satisfy the financial obligations of the party.

All checks drawn on the Party's checking account must contain two signatures. The Treasurer is authorized to be one of those signatories. He is authorized to countersign checks up to \$1,000 in furtherance of the party's operation, goals, and expenses. This limit is exclusive of the normal expenses associated with maintaining the party's headquarters or renting or leasing temporary locations for Party meetings.

The Treasurer will read the financial statement, giving the status of the party's finances, at every regularly scheduled meeting of the Party and the County Executive Committee. He shall also make available a written copy of the statement for review by Party and County Executive Committee members. Due to the sensitive nature of these reports, individual copies for each member will not be distributed.

The Treasurer will insure strict compliance with the *FINANCIAL DISCLOSURES & REPORTING*: State Election Laws portion of the County Chairman's Manual published by the South Carolina Republican Party.

## **Article VIII. Standing Committees**

### **Section 1. Explanation of Standing Committees**

Standing committees are designed to assist the Chairman and County Executive Committee in discharging their duties on behalf of the party. Membership on a standing committee will be for a

two-year term commencing after the party's convention and terminating after the party's next convention.

Standing committees will be established within 30 days after the conclusion of the Party's convention by the Chairman with the advice and consent of the County Executive Committee and will be composed of County Executive Committee members. Non-Executive Committee members may be added to a standing committee as deemed needful by that standing committee but shall have no vote in the proceedings of that standing committee. The Chairman may also establish ad hoc committees.

A committeeman shall not be a member of more than two standing committees, but may, if requested, act as an advisor to any number of committees. A committeeman shall not be chairman of more than one standing committee.

The chairman of a standing committee shall be chosen by members of that committee. In the event the standing committee is unable to choose a chairman within five days of its establishment the Chairman shall chose a member of that committee to be chairman. All meetings of standing committees will be conducted in open session. Meetings will be conducted no less than quarterly at a time and place as determined by the chairman of that committee. Attendance at these meetings is restricted to Party members and their input will be encouraged.

Standing committees are authorized to make rules and implement decisions in the areas for which they were established with respect to the operation of the party, provided they have obtained prior approval of the Chairman. The Chairman shall have veto power over implementation of decisions reached by a standing committee. The County Executive Committee may override the Chairman's veto by a two-thirds (2/3) vote of the County Executive Committee's members in attendance if a quorum of majority of the Executive Committee is met.

Standing committees not specifically required by these bylaws may be established by the Chairman with the advice and consent of the County Executive Committee and disbanded once they have served their purpose and are no longer needed. The Chairman with the advice and consent of the County Executive Committee will fill vacancies on a standing committee.

Standing committees will prepare and submit, at a minimum, quarterly written reports to the Chairman and County Executive Committee detailing their activities. All standing committees are responsible for the administrative preparation and submission of required reports.

The duties of standing committees specified herein are the minimum required duties. The Chairman or Executive Committee may add additional duties and responsibilities.

## **Section 2. The Ways and Means Standing Committee**

The committee must by a majority vote of the committee approve all expenditures in excess of \$1,000. The committee's chairman must countersign, along with the party's chairman, all checks in excess of \$1,000.

The committee shall prepare and submit an annual operating budget to the Chairman and County Executive Committee for approval. The Party Treasurer shall be included in the budgeting process. All standing committees will be contacted and asked to submit their financial requirements for the budget. A majority of the County Executive Committee in attendance is required for budget approval.

If both the Chairman and County Executive Committee do not approve the proposed budget it shall be returned to the Ways and Means standing committee along with objections. If the standing committee is unable to resolve the objections, the budget shall be submitted to the County Executive Committee for resolution and passage. Passage shall require a majority of the County Executive Committee, after having met the requirement of a quorum, to vote for passage.

### **Section 3. Candidate Support Standing Committee**

The committee will interview potential candidates seeking elective office to determine their commitment to the South Carolina Republican Party Platform and goals and the level of assistance they may require from the party.

### **Section 4. The Public Relations Standing Committee**

A Public Relations Standing Committee will be established which shall have among its duties the organization and operation of events that will bring favorable publicity upon the party, elected Republicans, and Republican candidates.

The committee shall prepare and dispatch press releases to the electronic and print media concerning activities of the party, elected Republican officials, and Republican candidates at the direction of the Chairman.

The committee shall be responsible for organizing and conducting special events designed to raise funds for the Party.

The committee will assist in organizing campaign events, at the request of and with financial support from, Republican candidates seeking election or reelection. The committee shall organize social and special events designed to foster a sense of amity among Party members.

### **Section 5. Planning and Operations Standing Committee**

A Planning and Operations Standing Committee will be established which shall have among its duties the fulfillment of the precinct reorganization and Party convention requirements specified by the South Carolina Republican Party Rule

The Committee shall insure volunteers from every precinct within the county receive training in conducting their precinct's reorganization, the proper completion of required forms, and the procedures to be followed.

The Committee shall insure frequent public notices are given to the general public regarding the date, time, location, and purpose of the reorganization process. The Committee shall compile information received from the precinct reorganization and make it available to an individual designated by the Chairman for inclusion in a computer database.

The Committee is responsible for organizing the party's convention including, but not limited to, securing a location, providing balloting materials, arranging for counting of ballots, and providing such entertainment and refreshments as may be directed by the County Executive Committee.

## **Section 6. The By-Laws Standing Committee**

A Bylaws Standing Committee will be established which shall have among its duties the preparation and updating of these bylaws. Proposed additions, changes, or deletions to these bylaws may be submitted by any member of the Party to the Bylaws Standing Committee.

The County Executive Committee must approve all proposed changes to these bylaws.

The Bylaws Standing Committee shall publish and make available to all appointed Party officials, Party officers, and Executive Committeemen amendments to these bylaws within two weeks of their approval by the County Executive Committee.

The Bylaws Standing Committee shall prepare and make available to all Party members a complete set of these bylaws with all proposed additions, changes, or deletions no later than two weeks prior to the start of the Party's Convention at which time they must be ratified in convention. Publication of a complete set of these bylaws with all proposed additions, changes, or deletions may be partially satisfied by posting them on the Party's website. Additional written copies must be made available at a location determined by the County Executive Committee for those who do not have access to the Internet.

## **Article IX. Executive Committeemen and Proxies**

### **Section 1. Authorization Use of Proxies to HCGOP**

An Executive Committeeman may use a proxy for any meeting that he is required to attend.

Proxies must be prepared, in writing, dated, signed by the author, giving the full name and address of the person designated as the proxy, specific meeting for which the proxy is given, and a signature element for the proxy consenting to act as a proxy and presented to the Party Secretary.

An individual designated as a proxy must reside in the same precinct as the Executive Committeeman and have voted in the last Republican primary election in that precinct. If no proxy is designated by the Executive Committeeman, the Line of Succession as specified herein will apply to fill the vacancy.

If a duly recognized proxy and an individual in the Line of Succession from that same precinct shall both be present for the meeting for which the proxy was issued, the proxy shall take precedence.

## Article X. Approval of These By-Laws

### Section 1. How these By-Laws are approved.

These bylaws must be approved by a majority vote of the County Executive Committee in attendance, after having met the requirement of a quorum, before entering in force.

A formal ratification by a majority of the Party at its next convention is required before these bylaws will officially become the bylaws of the Horry County Republican Party. Until such ratification, these bylaws, after being approved by a majority of the County Executive Committee, are to be used and considered as if they had been ratified in convention. All amendments to these bylaws prior to and subsequent to formal ratification in convention shall be considered and used the same as if they had been approved in convention until approved or disapproved at the next Party convention.

## Article XI. Procedures not covered

### Section 1. Conforming with Alternate Rules

The proceedings of all business, organizational, reorganizational, and committee meetings and conventions, not covered by these Rules or by enforceable provisions of the South Carolina election law, will conform to the most recent edition of Roberts Rules of Order, Newly Revised.

#### Document History

Approved By Executive Committee: March 9, 2006

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Ratified In Convention: April 14, 2007

Amended Aug 1, 2011 (in effect pending ratification April 2013 Horry County Republican Party Convention)

Amended Feb 15<sup>th</sup>, 2019 (pending vote in Executive Committee meeting)

Approved by Executive Committee : March 4, 2019

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