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CONSTITUTION AND BY-LAWS  
for the  
BURLINGTON COUNTY REPUBLICAN COMMITTEE, INC.

ARTICLE I. Name

The name of this organization shall be the Burlington County Republican Committee.

ARTICLE II. Objectives

The objectives of this organization shall be to carry on the function of the county committee of the Republican Party in Burlington County in accordance with Title 19 of the Revised Statutes of the State of New Jersey.

ARTICLE III. Membership and Representation

The membership of this organization shall be comprised of those persons elected at the primary for the general election to the position of county committeeman or county committeewoman, and those persons who are selected to fill vacancies in accordance with the provisions of Title 19 of the Revised Statutes of the State of New Jersey as applicable, and for whom a certification has been filed with the county committee that the municipal committee has filled the vacancy. The chairman and vice-chairlady or chairlady and vice-chairman of county committee shall also be considered a part of the membership of county committee.

There shall be one county committeeman and one county committeewoman to represent each election district in the county. Each committeeman and committeewoman shall actually reside in the election district, which he or she represents. This criteria for representation shall be used, unless prior to April 1<sup>st</sup> of any county committee election year, the executive committee of the county committee determines otherwise and such determination is approved by a majority vote of the county committee. The term of the county committee and its officers shall be two (2) years commencing with the 1992 primary election.

ARTICLE IV. Officers

The officers of the Burlington County Republican Committee shall consist of a chairman or chairlady; a vice-chairman or chairlady (of the opposite sex from the chairman or chair-lady); four area chairmen of whom at least one shall be of the opposite sex from the others; a recording secretary; a treasurer; a sergeant-at-arms; and a parliamentarian.

A. Chairman or Chairlady

1. The chairman or chairlady shall be elected at the annual meeting of the county committee, following the election of a new county committee. Any person may be elected and he or she need not be a county committeeman or county committeewoman.

2. A vacancy occurring in the position of chairman shall be filled by an election to be held at a regular meeting or special meeting called for that purpose in the same manner as the election at the annual meeting. Such person who is elected to fill a vacancy shall be of the same sex as was the former chairman or chairlady unless a vacancy also occurs in the office of vice-chairman or vice-chairlady.

3. The duties of the chairman or chairlady shall be:

a. To preside at all meetings of the county committee and executive committee.

b. To appoint an auditing committee to audit the accounts of the treasurer and report to the organization as requested by the executive committee. Said auditing committee shall be comprised of two members of the county committee and one non-member who is a registered Republican.

c. To appoint a treasurer, a sergeant at arms, and a parliamentarian; and to appoint, from among the members of the county committee, all chairmen and members of special committees.

d. Assign such duties to the vice-chairman or vice-chairlady and to the area chairmen as shall aid the chairman or chairlady in performing the work of his or her office.

e. Serve as an ex-officio member of all committees.

f. Perform such other duties as are required by law or by this constitution and by-laws.

#### B. Vice-Chairman or Vice-Chairlady

1. A vice-chairman or vice-chairlady shall be elected at the annual meeting of the county committee. Any person may be elected and he or she need not be a county committeeman or county committeewoman, except that the vice-chairman or vice-chairlady shall be of the opposite sex from the chairman or chairlady.

2. A vacancy occurring in the position of vice-chairman or vice-chairlady shall be filled by an election to be held in the same manner as that prescribed for filling a vacancy in the office of chairman or chairlady.

3. The duties of the vice-chairman or vice-chairlady shall be:

a. To serve as an aide to the chairman or chairlady.

b. To preside at meetings of the county committee and executive committee in the temporary absence of the chairman or chairlady.

c. Serve as an ex-officio member of all committees.

d. Perform the duties of the chairman or chairlady during a vacancy in that office or whenever the chairman or chairlady might fail and refuse to perform a duty required by law or by this constitution and by-laws.

e. Perform such other duties as are required by law or by this constitution and by-laws.

#### C. Area Chairmen

1. Four area chairmen shall be elected from the membership of the county committee at the annual meeting of the county committee. At least one of the four persons so elected shall be of the opposite sex from the others. Each of the four area chairmen so elected shall serve one of the four areas herein designated, and he or she shall actually reside within the area which he or she serves.

a. Area One shall be comprised of the following municipalities:

Eastampton Township  
Evesham Township

Medford Lakes Borough  
Medford Township

Hainesport Township  
Lumberton Township  
Mount Holly Township

Mount Laurel Township  
Southampton Township  
Springfield Township

b. Area Two shall be comprised of the following municipalities:

Bordentown City  
Bordentown Township  
Burlington City  
Burlington Township  
Chesterfield Township

Edgewater Park Township  
Fieldsboro Borough  
Florence Township  
Mansfield Township  
Willingboro Township

c. Area Three shall be comprised of the following municipalities:

Beverly City  
Cinnaminson Township  
Delanco Township  
Delran Township  
Maple Shade Township

Moorestown Township  
Palmyra Borough  
Riverside Township  
Riverton Borough  
Westampton Township

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d. Area Four shall be comprised of the following municipalities:

Bass River Township  
New Hanover Township  
North Hanover Township  
Pemberton Borough  
Pemberton Township

Shamong Township  
Tabernacle Township  
Washington Township  
Woodland Township  
Wrightstown Borough

2. Any vacancy occurring in an area chairmanship shall be filled either by an election held in the same manner as that prescribed for filling a vacancy in the office of chairman or chairlady, or by appointment made by the executive committee.

3. The duties of the area chairmen shall be:

a. To serve as aides to the chairman or chairlady and the vice-chairman or vice-chairlady.

b. To assist the municipal chairmen within their respective area in filling vacancies in the membership of the county committee.

c. To serve as a member of the welcoming committee at all meetings of the county committee.

d. To serve as a member of the executive committee.

e. Perform such other duties as are required by this constitution and by-laws.

4. During the vacancy in the offices of both chairman or chairlady and vice-chairman or chairlady, or during the temporary absence of those officers, the area chairman for Area One shall perform the duties of chairman, and in his absence or if that area chairmanship is vacant, the area chairman for Area Two shall perform the duties of chairman, and in his absence or if that area chairmanship is also vacant, the position of chairman shall be temporarily filled by the area chairman of the next area in numerical order who is present and available.

D. Recording Secretary

1. A recording secretary shall be elected from the membership of the county committee at the annual meeting of the county committee.

2. A vacancy occurring in the office of recording secretary shall be filled either by an election held in the same manner as that prescribed for filling a vacancy in the office of chairman or chairlady, or by appointment made by the executive committee.

3. The duties of the recording secretary shall be:

- a. To keep the minutes of the county committee and executive committee meetings as applicable.
- b. To call the roll whenever necessary and to record the votes or other information obtained upon calling of the roll.
- c. Serve as a member of the executive committee.
- d. Perform such other duties as are required by this constitution and by-laws or as requested by the chairman or chairlady.

E. Treasurer

1. A treasurer shall be appointed at the annual meeting of the county committee. Any person may be appointed and he or she need not be a county committeeman or county committeewoman.

2. A vacancy occurring in the office of treasurer shall be filled by appointment made by the executive committee.

3. The duties of the treasurer shall be:

- a. To have custody of all funds of the organization.
- b. To disburse funds as approved and directed by the chairman and the executive committee.
- c. To prepare all necessary financial reports as required by the applicable Statutes of the State of New Jersey.
- d. To submit copies of all reports to the executive committee.
- e. To perform such other duties as are required by this constitution and by-laws or as requested by the chairman or chairlady.

F. Sergeant-at-Arms

1. A sergeant-at-arms shall be appointed by the chairman or chairlady at the annual meeting of the county committee or as soon thereafter as is convenient, or whenever a vacancy in such office occurs. The person so appointed shall be a member of county committee.

2. The duties of the sergeant-at-arms shall be:

- a. To keep order at meetings and assure that the requirements of this constitution and by-laws for the conduct of meetings are fulfilled.
- b. Perform such other duties as the chairman or chairlady shall direct.

G. Parliamentarian

1. A parliamentarian shall be appointed by the chairman or chairlady at the annual meeting of the county committee and such appointment may be the first order of business of the newly

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elected chairman or chairlady. Whenever a vacancy in such office occurs, the chairman or chairlady shall appoint a successor as soon as possible. The person so appointed shall be a member of the county committee and shall qualify by knowledge and understanding of Title 19 of the Revised Statutes of the State of New Jersey and of parliamentary procedure.

2. The duties of the parliamentarian shall be:

a. To attend all meetings of the county committee and of the executive committee and to advise the chairman or chairlady on the proper procedure for conduct of the meeting.

b. To answer all questions referred to him by the chairman or chairlady pertaining to the conduct of the meetings of this constitution and by-laws.

#### H. General

1. The person elected to the office of an area chairman and the person elected to the office of recording secretary may not be the same person who shall have held the same position on county committee for the three consecutive and immediately preceding years. Such person who has so served for three consecutive years shall not be eligible for election or appointment to that office for this county committee.

2. The elected officers shall attend all meetings of the county committee and the executive committee. Absence from two consecutive executive meetings shall be reported at the next meeting of the county committee, at which time the county committee may, by majority vote of those present, declare the office vacant and proceed to fill the office as herein provided for the remainder of the term.

3. All officers' terms shall be for the duration of this county committee, commencing with the 1992 primary election, until the Saturday in June following the Primary wherein a new county committee has been elected, except that the chairman or chairlady and vice-chairman or vice-chairlady shall hold office until his or her successor is elected.

#### I. Conduct of Elections

1. At the annual meeting of the county committee, or at such other meeting at which an election is to be held, nominations for each officer to be elected will be received from the floor. Nominations must be made by a member of the county committee who may make a nomination speech at the discretion of the chair. No second is required for any nomination, but seconds of any nomination may be allowed at the discretion of the chairman or chairlady. Once a nomination to an office is received, no nominations shall be received for other offices until the office for which the nomination first received is filled by election.

2. Where there is no indication made to chair of intent to nominate additional persons, nominations will be closed by direction of the chairman or chairlady.

3. In as much as members of county committee are elected officials, whose constituents are entitled to know how they voted, all elections will be held by roll call vote. Upon such roll call vote, each member of county committee shall, upon his or her name being called, rise and indicate his or her vote to the recording secretary in a clear and concise manner.

4. Where there is only one nomination for a particular office, the chairman or chairlady may accept a motion that the person so nominated be elected by acclamation. A majority of the members of the county committee present shall be required to approve such a motion.

5. The nominee receiving the most votes shall be elected.

ARTICLE V. Meetings and Voting

A. The annual meeting of the county committee shall be held every other year, or whenever a new county committee is elected, and it shall be held on the first Tuesday following the primary election, commencing with the primary election 1992, except when such date is a legal holiday and then the annual meeting will be held on the following day. The chairman or chairlady of the outgoing county committee shall designate the hour and place for such meeting in writing, mailed to each member-elect of the new county committee.

B. Regular meetings of the Burlington County Republican Committee shall be held at a time and place to be designated by the chairman or chairlady.

C. Special meetings may be called by the chairman or chairlady upon the written request of any 35 members of the county committee, no more than five of whom shall be from any one municipality.

D. All meetings of county committee shall be public. Non-members shall be admitted to all meetings, but they shall be required to be seated or remain in a section apart from the members of county committee and they shall have no vote or voice unless requested by the chair to speak. Any member of the press attending any meeting shall be seated with such non-members apart from the members. Courtesy seats, without a vote, may be granted to elected officials or other visitors at the discretion of the chairman or chairlady. Any person speaking at a meeting, shall, upon recognition by the chair, state his or her name and if a member of county committee, and state the election district represented.

E. Twenty-five [25] members of the county committee shall be necessary to constitute a quorum, without which no business may be conducted. No proxy attendance shall be allowed. If Twenty-five [25] members are not present at the annual meeting, whatever number are present shall constitute a quorum for the election of the chairman or chairlady and vice-chairman or vice-chairlady only.

F. All votes for other than elections shall be by voice or hand vote unless a motion is made and carried for a roll call vote. A majority of those present and voting is necessary to carry such a motion.

1. A roll call vote shall be taken by the recording secretary polling the members of the county committee who are present and who shall announce their vote in a clear and concise manner.

2. All voting members must be seated in the voting section. Only members of county committee may be seated in such section.

3. A majority vote of those present and voting, unless otherwise provided by law, shall carry a motion in this constitution and by-laws or in Robert's Rules of Order Newly Revised.

4. The conduct of meetings and voting, unless otherwise provided by law, by the rules of the New Jersey State Republican Committee, or by this constitution and by-laws, shall be in accordance with Robert's Rules of Order Newly Revised.

ARTICLE VI. Executive Committee

A. The executive committee shall consist of the elected officers of this organization.

B. The executive committee shall have the power to conduct the affairs of the county committee between meetings. It may not, however, reverse any action taken by the county committee.

C. The duties of the executive committee are as follows:

1. Report to the county committee at each meeting of the county committee.

D. Meetings

1. Regular meetings may be held prior to the regular county committee meeting or at the discretion of the chairman or chairlady.

2. Special meetings shall be held at the call of the chairman or chairlady or upon written request of a majority of the executive committee.

3. A quorum shall consist of six [6] members and no business may be conducted in the absence of a quorum.

4. The order of business shall be as established by the chairman or chairlady.

5. Decisions of the executive meeting may be made by a majority of those present at a meeting, provided a quorum is present.

ARTICLE VII. Special Committees

Special committees may be established, for any purpose deemed necessary and desirable, by the executive committee or chairman or chairlady. Such special committees shall serve for the purpose for which established and at the pleasure of the chairman or chairlady.

ARTICLE VIII. Amendments

This constitution and by-laws may be amended by two-thirds [2/3] of those members present and voting at any regular meeting of the county committee provided that notice of such proposed amendment has been submitted, in writing, at the previous meeting of the county committee.

ARTICLE IX. Adoption and Duration

This constitution and by-laws shall become effective upon adoption by a majority vote of those present and voting and it shall thereafter remain in effect until amended in accordance with Article VIII of this Constitution and By-Laws.