

CONSTITUTION  
OF  
THE REPUBLICAN PARTY OF MANTIWOC COUNTY

Reviewed for accuracy on October 31, 2021

The Republican Party of the United States of America was established in Ripon, Wisconsin in 1854. We, the members of the Republican Party of Manitowoc County, strive to preserve the legacy of those who established our 'Grand Old Party' and to honor their founding principles. We believe that those principles are consistent with the vision of the 'Founding Fathers'. We establish this constitution to create a formal structure and rules of order so that we can effectively conduct the business of our organization. Our purpose is to promote the great principles laid down by our party founders and to strive to incorporate those principles into municipal, county, state, and federal governments.

Article I-Name

The name of the organization shall be The Republican Party of Manitowoc County.

Article II- Mission Statement

The mission of this organization is to unify, under one central entity, the activities of the Republican Party within Manitowoc County. Furthermore, we shall seek to honorably advance our fundamental principles which include the following:

- The preservation of innocent life
- Smaller government
- Traditional values
- Preservation of the independence of the state of Wisconsin and its allegiance to the United States of America
- Cooperation and assistance in all county, state and national elections in order to preserve our republican form of government under the Constitution of the United States of America
- Direction, management, and control of the business, property, and funds of the Republican Party of Manitowoc County

Article III-Membership

Membership in this organization shall be open to all citizens of voting age who are residents of Manitowoc County, and who believe in the objectives, purposes and principles of the Republican Party. Qualified and voting members of the organization shall be those Republicans who have paid their annual dues at least 10 days prior to the annual county party caucus.

- Annual paid membership covers the period from January 1 to December 31
- In order to vote in the annual caucus of the Republican Party of Manitowoc County, annual county dues must be received and recorded not later than 10 days prior to said caucus

#### Article IV- Officers

The officers of this organization shall consist of a Chairman, Vice Chairman, Secretary, and Treasurer. These officers shall be elected at a duly constituted County Caucus held prior to April 1 in the odd numbered years. The term of office for these officers shall be two years.

##### Section 1: Duties of Officers

- **Chairman.**
  - The Chairman shall preside at all meetings or caucuses of the County Party and at Executive Committee (see Article V) meetings, and shall have general supervision of the work of the organization. The Chairman will represent the County Party at congressional district and state-level meetings and shall represent the County Party at the annual Republican Party of Wisconsin convention.
- **Vice Chairman.**
  - The Vice Chairman, in the absence of the Chairman, shall perform the duties of the Chairman. The Vice-Chairman will also assist the Chairman in accomplishing the work of the organization and perform other duties as directed by the Chairman.
- **Treasurer.**
  - The Treasurer shall receive and is the custodian of all funds of the County Party and shall pay all of the bills. The Treasurer shall keep an account of all monies received and disbursed and is responsible for reconciling the County Party debit card. The Treasurer shall submit a monthly treasurer's report to the Chairman. The Treasurer shall file all financial reports to proper government fiscal agencies as required by law.
- **Secretary.**
  - The Secretary shall compile and retain copies of minutes of all meetings or caucuses and shall be the custodian of all records of the County Party.

##### Section 2: Compensation

All officers shall serve without compensation except that they may be reimbursed for expenses upon approval of the Executive Committee. The Chairman, with the approval of the Executive Committee may appoint full or part-time employees who may be paid such compensation as determined by the Executive Committee.

### Section 3: Vacancy

In the event the Chairman position becomes vacant, the Vice-Chairman shall become the Chairman. Other officer vacancies shall be filled by appointment by the chairman with the approval of the Executive Committee. A person elected by the Executive Committee to fill a vacancy shall become a member of the Executive Committee as soon as elected and shall serve for the unexpired term of his or her predecessor.

## Article V-Executive Committee

### Section 1: Standing Executive Committee

The Standing Executive Committee shall always be comprised of the four County Party officers, immediate past County Party Chairman, and elected officials who reside in Manitowoc County and are members of the Republican Party of Manitowoc County.

### Section 2: Other Executive Committee Members

The Standing Executive Committee may elect other members of the Executive Committee to serve with them in conducting the business of the Republican Party of Manitowoc County. Such other members, among others, may include:

- County Party committee chairs
- Chairpersons of local affiliates that represent the goals and purposes of the Republican Party of Manitowoc County. Such chairpersons must be members of the County Party.

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### Section 3: Removal from the Executive Committee

- Any member of the County Party may call for the removal of any person serving on the Executive Committee. The complaining member must meet with the Executive Committee to address their concerns. The complaining member must have a valid reason for their request, such as failure by an elected officer (Chair, Vice-Chair, Treasurer, Secretary) to perform their constitutionally mandated duties (Article 4, Section 1).
- The Executive Committee must act to determine if the request for removal of an Executive Committee member is valid and whether the actions of the accused undermines the mission of the Republican Party of Manitowoc County.
- A voice vote of the Executive Committee will be held and recorded. If removal is decided as the appropriate course of action, the person removed must immediately vacate their elected office or committee chair position.

## Article VI-Other Standing Committees

The following sections will address the two other standing committees within the Republican Party of Manitowoc County. Additional standing committees may be created by the Chairman as needed with the approval of the Executive Committee.

### Section 1: Officer Nominating Committee

A nominating committee of not less than three members shall be elected by the Executive Committee at least sixty days prior to each odd year caucus election. They shall provide at least one nominee for each office. Notice of nominations will be published with the date, time, and location of the meeting at which the election is to be held. After nominating committee selections are announced, nominations from the floor at the annual caucus shall be allowed. Nominees for any officer position must be current members with all dues having been fully paid not less than ten days prior to the election.

### Section 2: Delegate Nominating Committee

A nominating committee of not less than three members shall be appointed by the Chairman and approved by the Executive Committee for the purpose of nominating delegates and alternates to attend each district caucus and state convention. The list must be published and distributed prior to the call to order of the county caucus. Nominations may also be made from the floor of the county caucus.

## Article VII: Meetings and Caucuses

### Section 1: Meeting Notification

County meetings and/or caucuses shall be held at the call of the Chairman or Executive Committee upon at least eight days' notice by mail, electronic mail, or telephone call or text message to all members of record. Moreover, an additional caucus may be scheduled if twenty-five members in good standing petition for such a caucus. The petition must state the exact purpose of the caucus and each member in good standing must receive a copy of said petition with notification of the meeting date not less than eight days prior to the meeting.

### Section 2: Annual Caucus

The annual county caucus shall be held prior to the fourth Saturday in January each year at which time delegates and alternates shall be approved to attend the district caucus and the state convention. Delegates and alternate delegates must be current members of the Republican Party of Manitowoc County.

Additionally, in odd numbered years, election will be held for the Executive Committee officers (chairman, vice chairman, treasurer, secretary). Election may be conducted with a voice vote, except where there is more than one candidate nominated for a particular officer position. In that event, the vote must be by written ballot. Said ballots will remain on file with the party secretary not less than sixty days, after which the ballots will be destroyed.

### Section 3: Executive Committee Meetings

Meetings of the Executive Committee shall be held at the behest of the county party Chairman. Notice will be given to each member of the committee in good standing not less than three days prior to any meeting. Notice will also be published in an e-mail message sent to members.

The Executive Committee Chairman may, at his or her discretion, excuse from an Executive Committee meeting, any committee member who has given prior notice to the Chairman.

The dates and time of Executive Committee meetings will be announced via e-mail in order to inform county party members who desire to attend such meetings.

### Section 4: Attendance via Electronic Means

Voting by proxy shall be prohibited at any regular or special county meeting or caucus. However, members may attend via phone or other electronic means, if available at the meeting location. Multi-media technologies may also be employed to enable Executive Committee members to participate in Executive Committee meetings from remote locations.

## Article VIII-Quorum

### Section 1: Monthly Meetings or Caucuses

A quorum for monthly meetings or caucuses of this organization shall not be less than eight members which two must be officers.

### Section 2: Executive Committee Meetings

A quorum for meetings of the Executive Committee shall consist of majority of the officers (Chairman, Vice Chairman, Treasurer, Secretary).

### Section 3: All Other Committees

A quorum for all other committees shall be a majority of each given committee.

## Article IX- Parliamentary Authority

Robert's Rules of Order Newly Revised shall govern the conduct of the meeting and of the attendees.

#### Article X- Ambiguity

In the event of any conflict or ambiguity within this constitution or by-laws adopted hereunder, the Constitution of the Republican Party of Wisconsin shall prevail.

#### Article XI-By-laws

By-laws, not inconsistent with this Constitution, may be adopted in compliance with this constitution by a majority vote at a duly called county meeting or caucus.

#### Article XII-District Dues

When the Congressional District Republican Party fees are assessed to the county party, the Treasurer shall be empowered to pay such fees prior to the congressional district caucus and must inform the Executive Committee that such action was taken.

#### Article XIII-Amendments

Amendments to this constitution may be considered for approval only at an annual caucus. Approval is only attained by a two-thirds vote of county party members in attendance

## **By-law**

### Article 1-Endorsement of Candidates for Elective Offices

#### Section 1: The Right to Endorse or to not Endorse

The Republican Party of Manitowoc County reserves the right to “endorse” or to “not endorse” candidates seeking election to local elected offices and/or to the Wisconsin state legislature in partisan elections. Votes to endorse or to not endorse can occur either before or after the Republican Primary.

#### Section 2: Caucus or General Membership Meeting

Votes to endorse or to not endorse must be conducted at the annual caucus or at a meeting of the general membership, duly noticed in accordance with Article VII, Section 1 of the Constitution of the Republican Party of Manitowoc County and at which a quorum as required in Article VII, Section 1 of the Constitution is present.

#### Section 3: Procedures

- A. Votes by the Republican Party of Manitowoc County, to endorse or to not endorse shall be conducted for one position at a time.
- B. Each candidate seeking endorsement shall be given up to five minutes to address the membership
- C. Unless there is only one candidate, voting shall be by secret ballot with a majority vote required to win an endorsement. If there are two or more candidates, and no candidate achieves a majority vote, subsequent ballots shall be conducted with the lowest vote-getter being dropped from the ballot. If there are two candidates with a tie vote, balloting will continue until one candidate receives a majority
- D. As an alternative to the endorsement process outlined above, the Chair may entertain a motion and a second to not endorse any individual candidate. After the candidate is allowed the option of five minutes for remarks, following any discussion on the motion, a voice vote will be held. If a majority of those in attendance vote not to endorse, the candidate shall not receive any support from the Republican Party of Manitowoc County.