



## **PLAN OF ORGANIZATION**

### **REPUBLICAN PARTY OF FAIRFAX COUNTY**

**AMENDED JUNE 23, 1992  
AMENDED APRIL 27, 2004  
AMENDED JANUARY 24, 2006  
AMENDED JULY 15, 2008  
AMENDED, AUGUST 5, 2013  
AMENDED FEBRUARY 23, 2016  
AMENDED MARCH 16, 2021**

**Steven Knotts, Chairman**

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## **Introduction**

The Fairfax County Republican Committee (the “County Committee”) has adopted this plan of organization (this “FCRC Plan”) to supplement the plan of organization of the Republican Party of Virginia (the “State Party Plan”). All official County Committee meetings shall to the extent applicable be governed by, conducted in accordance with, and have precedence in accordance with the following order: (1) the State Plan, (2) this FCRC Plan, and (3) the current edition of *Robert’s Rules of Order Newly Revised*.

This FCRC Plan sets forth the basic organization and mode of operation of the County Committee in the interest of facilitating and encouraging active participation by all persons of Republican persuasion residing in Fairfax County. It should be used, therefore, in a manner commensurate with the continued growth of the Republican Party in Fairfax County.

## **ARTICLE I**

### **QUALIFICATIONS FOR PARTICIPATION IN PARTY ACTIONS**

#### **Section A - Fairfax County Republican Party Membership**

1. All legal and qualified voters who reside in Fairfax County under the laws of the Commonwealth of Virginia, regardless of race, religion, national origin or sex, who are in accord with the principles of the Republican Party, and who express in open meeting, if requested, either orally or in writing as may be required, their intent to support all of the Republican nominees for public office in the ensuing election, may participate as members of the Fairfax County Republican Party (the “Fairfax County Republican Party”). The qualifications for such membership shall be published in all official Calls for Conventions, Mass Meetings, Party Canvasses, and Primaries, as herein stated and as may hereafter be prescribed by the State Central Committee and pursuant to the rules of the Republican National Convention.
2. A voter who, subsequent to making a statement of intent, publicly supports a candidate in opposition to a Republican nominee shall not be qualified for participation in Fairfax County Republican Party activities for a period of four (4) years.
3. In addition to the foregoing, to be in accord with the principles of the Republican Party, unless otherwise stipulated by the appropriate Official Committee, a person otherwise qualified hereunder shall not have participated in Virginia in the nomination process of a party other than the Republican Party within the last five years.
4. A single exception to Paragraph 3 shall be approved for a voter that renounces affiliation with any other party in writing, and who expresses in writing that he/she is in accord with the principles of the Republican Party and intends, at the time of the writing, to support the nominees of the Republican Party in the future. Any voter that utilizes the foregoing exception, and thereafter participates in the nomination process of a party other than the

Republican Party, shall not have the benefit of the exception identified in this paragraph thereafter. Within 30 days of receipt, the County Committee shall provide a copy of this signed renunciation statement to the Republican Party of Virginia, to be maintained for a period of 5 years.

5. In order to be eligible for election as a Delegate or Alternate Delegate to any convention, an individual must be registered to vote no later than the prefiling deadline established by the County Committee or, if prefiling is not a requirement, no later than the date of election as a Delegate. A person who has made application for registration and meets all other requirements of Section A, but whose name does not appear on the local registration books solely because of the books having been closed in connection with a local election, will nevertheless be deemed a legal and qualified voter.

### **Section B - Officers and Committee Members**

Each of the officers and members of the several committees designated hereinafter shall be members of the Fairfax County Republican Party as defined in Section A above. A member of any Official Republican Committee as defined in the State Party Plan including the County Committee is held to a higher standard of support for nominees of the Republican Party than an individual who merely participates in a Convention, Mass Meeting, Party Canvass or Primary. Therefore, a member of an Official Committee is deemed to have resigned his/her Official Committee position if he/her (a) makes a reportable contribution to and/or (b) allows his/her name to be publicly used by and/or (c) makes a written or other public statement in support of a candidate in opposition to a Republican nominee in a Virginia General or Special Election and/or (d) becomes an officer of any other political party. A majority of the elected officers of an Official Committee are charged with recognizing when this provision is in effect. For members of multiple Official Committees, such recognition by a given Official Committee applies to all subordinate Official Committees. Such member may be re-instated by a majority vote of the other members of the Official Committee.

## **ARTICLE II**

### **FAIRFAX COUNTY REPUBLICAN COMMITTEE**

#### **Section A - The County Committee**

There shall be a committee officially known as the "Fairfax County Republican Committee," also designated herein as the "County Committee."

#### **Section B – Membership**

1. The County Committee shall consist of: (a) the County Chairman, (b) Voting Members, (c) Associate Members, (d) all publicly-elected officials who were elected as nominees of the Republican Party, (e) all non-partisan elected officials who were endorsed by the County Committee at their most recent election and who affirmatively consent to such membership, and (f) Vice Chairmen, a Secretary and a Treasurer, if elected by the County Committee, but they shall not otherwise be entitled to vote solely by virtue of holding any such offices.

Voting Members shall consist of Precinct Members and Members At-Large. A Voting Member shall have full voting rights if he/she has paid the Membership Fee described in Section 3 below, is an eligible member of the Fairfax County Republican Party as described in Article I and (a) has been nominated and elected to be a Voting Member at a County Convention, Mass Meeting, Party Canvass or Primary as described in Article II.B.3, or (b) has been nominated to be a Voting Member at a duly sanctioned County Committee meeting and then elected to be a Voting Member at the next duly sanctioned County Committee meeting following his or her nomination, as described herein.

Associate Members shall meet all of the requirements of Members of the County Committee except for the attendance requirement. If transferring from Voting Member to Associate Member, their election as a Voting Member will be considered as meeting the election requirements for Associate Member until their current term is over. Associate Members shall have all privileges of other Members except they shall not be entitled to a vote. Associate Members shall be At-Large, but shall not count toward any limit on At-Large Memberships nor they shall they be counted when establishing a quorum.

Each voting precinct in the county shall be entitled to representation on the County Committee by at least one Precinct Member, the number to be determined by the County Committee on the basis of Party voting strength and stated in its Call for the County Convention, Mass Meeting, Party Canvass or Primary at which such Voting Members are elected. Party voting strength shall be based on the number of votes in each precinct for the Republican nominee for President of the United States and for the Republican nominee for Governor in the last such respective elections.

2. At-Large Memberships may be created which shall not exceed in number thirty percent (30%) of the Members of the County Committee, the number to be determined by the County Committee and stated in its Call as aforesaid.

3. The Chairman and Voting Members of the County Committee shall be elected at the County

Convention, Mass Meeting, Party Canvass or Primary called for the purpose of selecting delegates to the regular Congressional District Conventions, except that (a) precinct members may be elected at Magisterial District Conventions, Mass Meetings, Party Canvasses or Primaries held to elect delegates to the biennial County Convention, and (b) and also except that later vacancies in the office of the Chairman or member of the County Committee may be filled in accordance with the provisions of this FCRC Plan. County Committee Members shall take office upon their election and they shall hold office for a term lasting two (2) years or until such time as they resign, are removed from Committee membership or their successors are elected. The membership fee shall be fifty dollars (\$50) per year for each year of the two (2) year term. If the applicant is both (i) a registered Fairfax County voter, and (ii) an official member of a College Republican Federation of Virginia-chartered chapter, the membership fee shall be waived. For someone transferring from Voting Member to Associate Member, their current Voting Membership fee payment shall also transfer and be credited to their new membership category until their current term is over.

4. The membership fee in any year in which there shall be a County Convention shall be for two (2) calendar years and shall be due and payable at the time that an applicant seeking election to the County Committee at the County Convention submits his or her application for election pursuant to the above or at the time that an applicant seeking nomination at a duly sanctioned County Committee meeting submits his or her application for nomination to the County Committee. The membership fee in any year in which there shall not be a County Convention shall be for one (1) calendar year and shall be due and payable at the time that an applicant seeking nomination at a duly sanctioned County Committee meeting submits his or her application to the County Committee.

### **Section C - Authority**

The County Committee shall have general authority over all Republican Party activities in the county. The County Committee shall have the exclusive authority (subject to the State Party Plan and other binding guidance from the Republican Party of Virginia) to: call County Conventions, Mass Meetings, Party Canvasses and Primaries (each requires a "Call");

1. Fix the basis of representation by delegates to local Conventions as well as the time and place for holding local Conventions, Mass Meetings, Party Canvasses and Primaries;
2. Decide all matters and controversies concerning Party affairs arising within Fairfax County, either directly or on appeal, with the right of appeal to the appropriate Congressional District Committee, or if more than one such Committee is involved with the particular subject matter or controversy, as the State Party Plan may direct;
3. Nominate a candidate or candidates for public office by two-thirds vote of those present in formal meeting after due notice of the meeting to all Members of the County Committee in the event no such candidate(s) were nominated by the Republican County Convention, Mass Meeting, Party Canvass or Primary;
4. Elect nominees to vacancies on the County Committee by a majority vote of those Members present at a duly called meeting of the whole County Committee after such nominees' names have been placed in nomination at the duly called meeting of the whole

County Committee prior to the meeting in which the election takes place;

5. Remove from Membership office, any Member of the County Committee including the County Chairman, by the vote of two-thirds of the other Members of the County Committee, provided that such Member is furnished with notice that such removal will be sought, such notice including the charges in writing and signed by not less than one-third of the Members of the County Committee and that the Member to be removed is given thirty (30) days between such notice and such vote within which to appear and defend him/herself. A copy of the original signatures or evidence of the electronic signatures may be furnished in lieu of the original signatures;

6. Resolve the official positions of the Fairfax County Republican Party on political issues;

7. Approve in advance, either upon specific request or by the adoption of a budget, all expenditures of money for which it is responsible and not expressly authorized in Article IV, Section 4.A.3. thereof; and

8. Establish a maximum aggregate sum of money that may be borrowed in the name of the County Committee in any fiscal year. The fiscal year to be from March 1 to February 28 (29).

9. Cooperate with the State Central Committee, the Congressional District Committees, and the Legislative District Committees within Fairfax County in conducting all elections and fundraising activities as may be required by the State Party of Virginia.

#### **Section D - Meetings**

1. Business meetings of the County Committee shall be held no less than once during each calendar quarter, with no more than four (4) months between each meeting, upon written notice of not less than seven (7) days on the call of the Chairman or on the call of one-third of the Members thereof, which call shall include the agenda for the meeting. Forty Percent (40%) of the Voting Members of the County Committee shall constitute a quorum for the transaction of business. Electronic Mail shall be deemed written notice for the purpose of this subsection. However, the County Committee must provide an alternative form of delivery for any Member who does not have regular access to electronic mail.

2. Voting Members of the County Committee may be represented in official meetings by proxies; provided however, that (a) no individual may cast more than one (1) vote per ballot at any meeting which he/she attends; (b) the proxy holder meets the eligibility requirements to be a member of the Fairfax County Republican Party under Article I, Section A, (c) the proxy holder must be a member of the Republican Party from the same Election District or organization represented by the absent member of that committee; and (d) all proxies are written substantially in the following form and signed by the maker of the proxy:

I, \_\_\_\_\_ of \_\_\_\_\_  
\_\_\_\_\_ (precinct) \_\_\_\_\_ (district)  
\_\_\_\_\_, hereby appoint \_\_\_\_\_, to vote as my proxy (with

full power of substitution)\* at a meeting of the County Committee or the Republican Party for Fairfax County to be held at \_\_\_\_\_ on \_\_\_\_\_, 20\_\_, or at any adjourned meeting thereof, with all the power I should possess if personally present, hereby revoking all previous proxies.

Signed \_\_\_\_\_, \_\_\_\_\_, 20\_\_.

Witnessed by \_\_\_\_\_, \_\_\_\_\_, 20\_\_.

(\* ) Inclusion of the power of substitution is discretionary with the member. Its omission shall preclude substitution.

3. The County Chairman, or, in his absence, the County First Vice Chairman, shall preside over all meetings of the County Committee.

### **Section E - Duties and Responsibilities**

1. It shall be the responsibility of each of the several members of the County Committee to attend all meetings of the County Committee. Failure by any Voting Member of the County Committee to be in attendance at three (3) consecutive County Committee meetings, either in person or by proxy, will automatically transfer that member from Voting Membership to Associate Membership. It shall be among the duties of each member of the County Committee to cooperate with the several officers designated in Article IV hereof in the execution of their respective duties and to implement the goals of the County Committee by direct participation in its programs and activities. Where vacancies exist in the office of Precinct Captain the Precinct Member(s) from the precinct involved shall assume the duties and privileges of such office until a replacement is appointed.

2. Voting members of the County Committee shall exercise their best efforts to conduct the business of the County Committee in good faith, with reasonable care, skill and diligence. They shall hold as confidential all County Committee information, documents and communications clearly designated as confidential or for limited dissemination or use by adopted policy of the County Committee. They shall refrain from participating in unethical activity, diminishing the dignity and credibility of the County Committee.

3. The County Committee shall not endorse, nor contribute to from its funds, any candidate running for a Republican nomination for public office unless that candidate is unopposed for that nomination. Nothing in this Section shall be construed to prevent the County Committee from endorsing a candidate running for public office where there will be no Republican nominee, nor to prevent a member or officer of the County Committee, as an individual, from endorsing a candidate in a contested nomination.



## **ARTICLE III**

### **SUBCOMMITTEES OF THE COUNTY COMMITTEE**

#### **Section A - The Executive Committee**

There shall be a committee officially known as the "Executive Committee of the Fairfax County Republican Committee," hereinafter designated as the "Executive Committee."

##### **1. Membership**

The Executive Committee shall consist of Voting Members of the County Committee, including the County Chairman, County First Vice Chairman, the County Vice Chairman for Administration, the County Vice Chairman for Community Engagement, the County Vice Chairman for Operations, the County Vice Chairman for Finance, the County Vice Chairman for Communications, the Representative of the Virginia Federation of Republican Women (VFRW) clubs within the county, the Representative of the Young Republican clubs within the county, the Representative of College Republican clubs within the County, the several Magisterial District Chairmen, the Representative of the Congressional District(s) in which the County Chairman does not reside, the Secretary, and the Treasurer. The Republican members of the Fairfax County Electoral Board and other individuals who the Chairman may designate shall be members of the Executive Committee, but have no Executive Committee vote. Fifty percent (50%) of the voting members shall constitute a quorum.

##### **2. Meetings**

The Executive Committee shall meet no less than once each calendar quarter by the call of the County Chairman. Additional meetings may be called by the County Chairman or by one-third of the voting members of the Executive Committee, which call shall include the agenda for the meeting. The individual or individuals calling any meeting must certify that notice of such meeting had been given to all members of the Executive Committee or that an earnest attempt to give such notice had been made.

##### **3. Duties and Responsibilities.**

The Executive Committee shall be responsible for:

- a. advising the County Chairman on all matters of concern to the County Committee;
- b. making recommendations to the County Committee as to matters of policy and as to the priority of such matters; and
- c. implementing the recommendations and decisions of the County Committee.

**Section B - Other Committees** With the advice and consent of the County Committee, the County Chairman may appoint as many other committees as he may deem necessary in the

best interests of the County Committee.

## **ARTICLE IV**

### **OFFICERS OF THE COUNTY COMMITTEE**

#### **Section A - The County Chairman**

##### **1. Term of Office**

The County Chairman shall be elected by the County Convention, Mass Meeting, Party Canvass or Primary called for the purpose of selecting delegates to the regular Congressional District Conventions, and he/she shall hold office for a term of two (2) years, beginning with the day of his/her election, or until his/her successor is elected, unless sooner resigned or removed. In the event of resignation or removal during such term of office, a County Chairman shall be elected for the remainder of such term of office by a majority vote of those voting members present at the next duly called official meeting of the County Committee. The County Chairman may be removed from office under the provisions of Article II, Section C.5.

##### **2. Authority**

The County Chairman shall have general executive authority over the activities of the Republican Party in Fairfax County. Such authority shall include the power to delegate all duties and responsibilities with respect to matters other than those over which the County Chairman is given exclusive authority. The County Chairman shall have exclusive authority to:

- a. issue the Calls for County or local Conventions, Mass Meetings, Party Canvasses or Primaries; pursuant to Article II, Section C, Paragraph 1;
- b. appointing and removing the respective officers that are designated in Article IV, Sections C and E, subject to the express provisions contained therein;
- c. appoint a representative to serve as a member of the Congressional District Committee of the Congressional District(s) in which the County Chairman does not reside; and
- d. take action with the Treasurer under Article IV, Section B.2.h

##### **3. Duties and Responsibilities**

The County Chairman shall be responsible for the general execution and implementation of the programs and policies of the County Committee, commensurate with achieving the goals of the Party. In addition, the County Chairman shall:

- a. preside over County Conventions until a temporary organization is effected;
- b. represent the county on the Republican District Committee for the Congressional District in which he resides;

- c. convene the County Committee no less than once each calendar quarter, with no more than four (4) months between each meeting and more frequently when the needs of the Committee so demand;
- d. ensure that a review or audit of the Committee's financial statements is conducted and reported to the Committee for each fiscal year; be responsible for the operation of County headquarters, including hiring/firing such personnel as he may deem necessary. The County Chairman may appoint any personnel as may be required from time to time with such duties as the County Chairman may prescribe. In no case shall the total compensation of the employed personnel exceed the total amount for the compensation as set out in the budget adopted by the County Committee; and
- e. may authorize the spending of amounts not to aggregate more than Two Thousand Dollars (\$2,000.00) for the acquisition of equipment, furnishing or other capital assets not a part of the budget, without further or additional authorization at a subsequent duly sanctioned meeting of the County Committee. Notice of such action will be included in the ensuing regular financial report to the County Committee.

**Section B - The County First Vice Chairman, The County Vice Chairman for Administration, The County Vice Chairman for Community Engagement, The County Vice Chairman for Operations, The County Vice Chairman for Finance, The County Vice Chairman for Communications, Secretary, Treasurer, and Club Representatives**

1. Election and Term of Office

The County First Vice Chairman, the County Vice Chairman for Administration, the County Vice Chairman for Community Engagement, the County Vice Chairman for Operations, the County Vice Chairman for Finance, the County Vice Chairman for Communications, Secretary and the Treasurer shall be elected by a majority of those Voting Members present at the first duly called meeting of the County Committee after each general election of County Committee members, and each shall hold office for a term of two (2) years, beginning with the day of his/her election, or until his/her successor is elected, unless sooner resigned or removed. The Representative of the Women's Republican Clubs shall be elected by a vote of the Republican Women's Clubs in Fairfax County. The Representative of the Young Republican Clubs shall be elected by a vote of the Young Republican Clubs in Fairfax County. The Representative of the College Republicans shall be elected by a vote of the College Republicans clubs within Fairfax County.

2. Duties and Responsibilities

- a. The County First Vice Chairman will be the chief County Committee officer after the County Chairman. In such capacity, he/she will preside at such meetings as the County Chairman is unable to attend and will serve as temporary chairman in the absence of the County Chairman. In the event of resignation by or removal of the County Chairman from office prior to the end of his/her term, the County First Vice Chairman will serve as temporary chairman until the County Committee shall have

elected a new County Chairman to fill out the remainder of the term.

- b. The County Vice Chairman for Administration will have responsibility for general administrative matters. He/she will (i) coordinate, liaison with and assist the Secretary and Treasurer, as well as Members, and (ii) handle specific administrative-related functions. Specific responsibilities will include performance, or oversight of appointed Member performance, of the following:
  - (1) legal advice for legal issues pertaining to the County Committee including, without limitation, election law and campaign finance issues;
  - (2) monitor, review and make recommendations regarding applicable State Plan rules and other potential rules for the County Committee to consider for adoption; and where potential rules infractions exist, to assist in the review of the facts and make recommendations to the County Chairman and the Executive Committee;
  - (3) development in consultation with the Executive Committee performance objectives for the County Committee as a whole, and quarterly review with the Executive Committee of performance toward the objectives for possible recommendations to the County Committee to improve the County Committee's performance; and
  - (4) infrastructure, maintenance, staffing, supplies, and operations of the headquarters and other physical locations owned or occupied by the County Committee.
  
- c. The County Vice Chairman for Community Engagement will have responsibility for the expansion and development of the County Committee and recruitment of members and volunteers. He/she will coordinate, liaison with and assist Members to handle specific party development-related functions, Specific responsibilities will include performance, or oversight of appointed Member performance, of the following:
  - (1) membership and volunteering recruiting to seek out, identify, engage with, recruit and encourage membership in the County Committee and volunteers for Party activities, especially those activities involving projects of a County-wide nature, which relate to the election of Republican candidates;
  - (2) volunteer training including to develop and enhance general and specific skills in connection volunteer activities; and
  - (3) County Committee's engagement efforts including, but not limited to, all minority populations in Fairfax County, different socio-economic populations living in Fairfax County, faith-based organizations, and different business and professional organizations, especially those activities involving projects of a county-wide nature which relate to the election of Republican candidates. He/she shall be responsible for building relationships and liaison with these populations and organizations in Fairfax County, and the development and presentation of creative ideas to fully engage with and utilize the responsible participation and involvement of groups with special talents and cultural activities;
  
- d. The County Vice Chairman for Operations will have responsibility for the recruitment, training and support of candidates and their campaigns. He/she will coordinate, liaison with and assist Members to handle specific campaign-related functions, Specific responsibilities will include performance, or oversight of appointed Member performance, of the following:

- (1) seek out, engage with and encourage candidates for public office based on qualifications, merit and consistent with the values of the Republican Party;
  - (2) training candidates including to develop and enhance general and specific skills useful for campaign activities; and
  - (3) County Committee support of political candidates, including volunteers, events, funding, and logistics.
- e. The County Vice Chairman for Finance will have responsibility for fundraising activities. He/she will (i) develop such fundraising activities in conjunction with the budget. Specific responsibilities will include performance, or oversight of appointed Member performance, of the following:
- (1) Planning, scheduling and conducting fundraising events and mailings; and
  - (2) Planning and conducting fundraising programs and drives for longer-term financial support for the County Committee.
- f. The County Vice Chairman for Communications will have responsibility for the coordination and enhancement of the County Committee's capabilities to obtain, manage and utilize information and data to further the purposes of the County Committee. He/she will coordinate, liaison with and assist Members to handle specific information and data-related functions. Specific responsibilities will include performance, or oversight of appointed Member performance, of the following: identification and analysis of political and campaign issues and the development and formulation of policies for adoption by the County Committee; design and maintenance of the County Committee's volunteer, member, voter and donor information systems and databases as well as its web and social media sites; monitor and gather and circulate within the County Committee as appropriate volunteer and voter information, polling and other data on the County Committee, candidates endorsed by the County Committee, policies and issues, as well as on other political parties, campaigns, and candidates who are not endorsed by the County Committee; and identify Republicans interested in specific issues and, as desired, to assist with efforts to mobilize Republicans in support of issues that may arise.
- g. The Secretary will keep the minutes and records of the County Committee, Executive Committee and such other meetings as may be requested by the County Chairman. These minutes and records shall be the property of the County Committee and be in such form as to be available for inspection at all times upon reasonable notice by members of the County Committee. A copy of the minutes of the meetings shall be provided to all members of the Executive Committee upon request within fourteen (14) days after adjournment of such meetings. The Secretary shall also serve as the custodian of the County Committee Plan of Organization and State Party Plan.

The Secretary will maintain the roll of the County Committee Members including names, mailing addresses, telephone numbers and electronic mail addresses, keeping it current to reflect resignations, terminations and new Members elected to fill vacancies on the Committee. The Secretary will provide a record of roll changes to the respective District Chairman within twenty-one (21) days after the adjournment of County Committee and duly sanctioned district meetings.

Every Member of the County Committee shall be entitled, upon request, to receive a copy of the names and mailing addresses of the full roll of County Committee members as provided at the time of application for membership. The County

Committee may charge any member so requesting a copy of the roll of the County Committee a fee of not greater than ten dollars (\$10.00). The roll of the County Committee membership, including such contact information as herein explained, shall be provided no later than seven (7) days after such request has been received by the Chairman, the Secretary, or anyone authorized to receive communication on behalf of the County Committee. The Secretary shall also maintain a record of attendance of Members at County Committee meetings, conduct the correspondence of the County Committee and maintain files of such correspondence.

- h. The Treasurer will have overall responsibility for the planning and supervision of the financial affairs of the County Committee, will be the custodian of all funds and financial records of the County Committee, and will be responsible for the preparation and presentation of regular reports on the status of funds in his/her care, both on a fiscal basis and at such interim periods as may be deemed appropriate by the County Chairman. The Treasurer shall also prepare financial reports required by law. The Treasurer shall prepare an annual budget, including reasonably detailed projections of receipts and disbursements, for submission to and consideration by the Executive Committee and then the County Committee. The Treasurer and the County Chairman will be empowered to open a bank account in the name of the County Committee, and to make deposits and to draw checks upon the account. When the County Committee authorizes action requiring a cash outlay exceeding the amount in such account, the Treasurer and the County Chairman, acting together, may borrow money in an amount necessary to implement such action in the name of the County Committee; provided however, that the maximum aggregate sum established from time to time by action of the County Committee, shall not be exceeded under any circumstances without the express approval, in advance, of the County Committee, and that notice of such borrowing within said maximum sum shall be given at the following meeting of the County Committee. If required by the County Committee, the County Committee shall pay the cost of bonding the Treasurer, and the Treasurer shall be bonded provided however, that bonding shall not be required if the Committee has purchased an insurance policy which covers the duties and actions of the Treasurer. The County Chairman may appoint an assistant Treasurer with the advice and consent of the members of the County Committee.
- i. The Representative of the Women’s Republican Clubs within the County shall be a liaison between the County Committee and the clubs.

The Representative of the Young Republican clubs within the County shall be a liaison between the County Committee and the clubs.

The Representative of the College Republican clubs within the County shall be a liaison between the County Committee and the clubs.

### **Section C - The Magisterial District Chairmen**

#### **1. Term of Office**

A Magisterial District Chairman from each of the several Magisterial Districts shall be appointed by the County Chairman with the advice and consent of the members of the County Committee from the Magisterial District involved. The Magisterial District Chairmen shall

serve at the pleasure of the County Chairman. A Magisterial District Chairman may be removed from the Magisterial District Chairmanship by the County Chairman, provided a substitute may be appointed in the manner stated above.

## 2. Authority

A Magisterial District Chairman shall have general executive authority over the activities of the Party in the Magisterial District to which he/she is appointed, consistent with the policies and programs of the County Chairman and the County Committee. Such authority shall include:

- a. the appointment and removal of Precinct Captains for the several precincts within his/her district and subject to the provisions of Article IV, Section D;
- b. the appointment and removal of such district officers as he/she deems necessary or desirable in the accomplishment of the goals of the Party in his/her district, as well as the power to delegate his/her duties and responsibilities to such officers; and
- c. presiding over district Conventions, Mass Meetings and Party Canvasses until a temporary organization is effected.

## 3. Duties and Responsibilities

The Magisterial District Chairman shall execute and implement the programs and policies of the County Chairman and the County Committee within his/her Magisterial District. Specifically, he/she shall be responsible for:

- a. the recruitment and training of Precinct Captains, and assisting the Precinct Captains when necessary;
- b. actively recruiting candidates for the County Committee;
- c. the maintaining of current volunteer and voter records for his/her district including for incorporation in the County Committee's volunteer, voter and donor data system;
- d. meeting the requirements of minute and record keeping of the Secretary for all Magisterial District meetings to the same extent as the Secretary of the County Committee as stated in Article IV, Section B.2g; and
- e. representation of his/her district on the Executive Committee.

4. Magisterial District meetings shall be held upon written notice of not less than seven (7) days on the call of the County Chairman or the Magisterial District Chairman or on the call of one-third of the Members of the Magisterial District Committee.

## **Section D - The Precinct Captains**

### 1. Term of Office



The Precinct Captain for each of the several voting precincts shall be appointed by the Magisterial District Chairman for the Magisterial District in which such precincts are located, respectively. The Precinct Captain shall serve at the pleasure of the Magisterial District Chairman and for a term of office commensurate with the term of the County Chairman. A Precinct Captain may be removed from the office of Precinct Captain by the Magisterial District Chairman and such removal shall become effective unless reversed by the County Committee at its next meeting.

## 2. Authority

The Precinct Captain shall be responsible throughout the year for organizing grassroots operations in the Precinct Captain's precinct. The primary duty of a Precinct Captain is to establish and maintain a precinct team. The Precinct Captain shall also have general executive authority over all activities of the Party in his/her precinct. Such authority shall include the appointment and removal of precinct officers, canvassers and other persons he/she deems necessary, as well as the power to delegate duties and responsibilities to such persons.

## 3. Duties and Responsibilities

The Precinct Captain shall be responsible for:

- a. obtaining volunteer and voter information for incorporation in the County Committee's volunteer, voter and donor data system;
- b. the supervision of door to door and/or telephone canvassing of registered voters in his/her precinct to determine the voter's preferences in the upcoming election (voter identification) and providing voter registration and absentee voter information to supporters in the precinct;
- c. the recruitment and supervision of poll workers;
- d. the recruitment of volunteers, election officials and candidates for the County Committee; and
- e. the recruitment and involvement of as many volunteers as practicable to aid in the victory of the Republican Party's nominees in all elections; and keeping informed of Party activities and policies.

## **Section E - Other Officers**

With the advice and consent of the County Committee, the County Chairman may appoint as many other officers as he may deem necessary in the best interest of the Party.

## **Section F – County Committee Staff**

Individuals providing paid personal services to the County Committee shall be required to sign a contractual agreement with the County Committee stipulating compensation rates, duties and responsibilities, and other necessary information as determined by the County Chairman. This contractual agreement shall be available for viewing at the County Committee headquarters by

any County Committee member in good standing. The Executive Committee shall oversee an annual performance review of individuals providing such personal services to the County Committee.

## **ARTICLE V**

### **PLAN OF ORGANIZATION AMENDMENT PROCEDURE**

This plan of organization may be amended at any Fairfax County Republican Convention by majority roll call vote; or by the County Committee by a two-thirds vote of its members present after due notice of such intent has been served on all members in the call for such meeting.

*AMENDED JUNE 23, 1992*

*AMENDED APRIL 27, 2004*

*AMENDED JANUARY 24, 2006*

*AMENDED JULY 15, 2008*

*AMENDED AUGUST 5, 2013*

*AMENDED FEBRUARY 23, 2016*

*AMENDED MARCH 16, 2021*