



PLAN OF ORGANIZATION

REPUBLICAN PARTY OF FAIRFAX COUNTY

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AMENDED JULY 15, 2008
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Matt Ames, Chairman

**4246 CHAIN BRIDGE ROAD, FAIRFAX, VIRGINIA 22030
703-766-4467**

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Introduction

The Fairfax County Republican Committee has adopted this plan of organization to supplement the plan of organization of the Republican Party of Virginia. Any inconsistency of provisions contained in this plan, or in amendments, which may be appended hereto, with provisions contained in the plan of organization of the Republican Party of Virginia shall be resolved in favor of the latter plan.

This plan sets forth the basic organization and mode of operation of the Fairfax County Republican Committee in the interest of facilitating and encouraging active participation by all persons of Republican persuasion residing in the 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

All qualified voters under the laws of the Commonwealth of Virginia, who reside in Fairfax County, who are in accord with the principles of the Republican Party, and who express in open meeting, if requested, 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 qualifications for such membership shall be published in all official Calls for mass meetings, canvasses, and conventions, as herein stated and as may hereafter be prescribed by the State Central Committee and pursuant to the rules of the Republican National Convention.

Section B - Officers and Committee Members

Each of the officers and members of the several committees designated hereinafter shall be members of the Republican Committee as defined in Section A above. A member of 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 mass meeting, party canvass, convention or primary. Therefore, a member of the County Committee is deemed to have resigned his Committee position if he (a) makes a reportable contribution to and/or (b) allows his 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. Such member may be re-instated by a majority vote of the other members of the 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) Non- Voting Members, (d) Associate Members, (e) all publicly elected officials that were nominated by the Fairfax County Republican Committee, and (f) all non-partisan elected officials who were endorsed by the County Committee at their most recent election and who affirmatively consent to such membership.

Voting Members shall consist of Precinct Members, District-at-Large Members, Members-at-Large and publicly elected officials that are nominated by the Fairfax County Republican Committee with full voting rights. A Voting Member shall have full voting rights if he or she has paid the Membership Fee described in Section 5 below, is an eligible member of the Fairfax County Republican Committee as described in Article I Section A and has been nominated and elected to be a Voting Member either at a County Committee Convention or at a duly sanctioned County Committee meeting, as described herein.

Non-Voting Members shall be those members that have lost their status as Voting Member as a result of a violation of Article II Section E.1, or failure to pay annual dues pursuant to Article II Section B.5. No member who pays the membership fee shall be removed from the membership roll of the Fairfax County Republican Committee, provided however, that the member is in good standing pursuant to Article I, Section A of this Party Plan. Any Non-Voting Member who wishes to be reinstated as a Voting Member may do so by paying a reinstatement fee and filing a request for re-nomination as a Voting Member with his or her appropriate District Chairman, as described in Article IV E. The member will then be re-nominated for reinstatement as a Voting Member at the next duly sanctioned County Committee Meeting. Notwithstanding the foregoing, if there are at that time any Associate Members, and a Non-Voting Member does not meet all of the requirements for reinstatement before his or her position is filled by an Associate Member, the Non-Voting Member shall become an Associate Member.

Associate Members shall consist of those individuals who have applied for membership in the committee, and have paid the required dues, but for whom no position as a Precinct Member, District-at-Large Member, or Member-at-Large then exists because all of the possible membership positions are already occupied by previously-elected Voting Members or Non-Voting Members. Applications for Associate Members shall be received by the Secretary and upon determination by the Secretary that each such application has been properly made, the name of each prospective Associate Member shall be placed in nomination at a meeting of the

County Committee; applicants shall then be elected as Associate Members by vote of the County Committee at the next meeting of the County Committee following their nomination.

The Secretary shall maintain a list of Associate Members, and should any vacancy occur among the Voting Members, a sufficient number of Associate Members to fill such vacancy shall be nominated, in order of priority, at the next meeting of the Committee. The priority for membership among Associate Members in the event of a vacancy shall be based on (i) the nature of the membership status requested by the Associate Members (i.e., Precinct, District-at-Large or Member-at-Large) and in the order in which their applications for membership were received.

Only Voting Members shall be entitled to vote on the business of the Fairfax County Republican Committee. For the purpose of determining the presence of a quorum at any sanctioned meeting of the County Committee, only the number of Voting Members then in office shall be used as the base for such determination.

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 mass meeting, convention 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. Where practicable, Precinct Members shall be registered to vote in the precinct they represent.

2. The number of Members at Large shall not exceed twenty percent (20%) of the number of authorized Precinct Members pursuant to the Convention Call. There shall be county Members at Large and district Members at-Large; the number of each to be determined by the County Committee and stated in its Call as aforesaid. The district Members at Large shall be apportioned among the Magisterial Districts in the county on the basis of the number of Precinct Members from each district.

3. The Chairman and Voting Members of the County Committee shall be elected at the convention, mass meeting or canvass called for the purpose of selecting delegates to the regular congressional district conventions, except that precinct members may be elected at Magisterial District mass meetings or canvasses held to elect delegates to the biennial County Convention. 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 their successors are elected. The membership fee shall be fifty dollars (\$50) per year, unless the applicant is both (i) a registered Fairfax County voter, and (ii) an official member of a College Republican National Committee-chartered chapter, in which case the fee shall be fifteen dollars (\$15) per year.

4. The membership fee in any year in which there shall be a County Committee Convention shall be due and payable at the time that an applicant seeking election to the County Committee at the County Committee Convention submits his or her application for election pursuant to Section B.5. 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 his or her District Chairman. The membership fee in any year in which there shall not be a County

Committee Convention shall be due and payable on a date to be specified by the Chairman, which shall not be no later than April 1 or at the time that an applicant seeking nomination at a duly sanctioned County Committee meeting submits his or her application for nomination to his or her District Chairman. In addition, prospective members seeking nomination at a duly sanctioned County Committee meeting held subsequent to the date of a County Committee Convention (in convention years) or the date set by the Chairman (in non-convention years) shall pay one year's dues at the time of submission of the application for nomination. The reinstatement fee shall be ten dollars (\$10.00), and shall be due and payable at the time that a Non- Voting Member seeks to be re-instated to the status of a Voting Member.

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 to:

1. Call the county conventions, mass meetings, canvasses or primaries;
2. Fix the basis of representation by delegates to local conventions as well as the time and place for holding local conventions, mass meetings, and canvasses;
3. Decide all matters and controversies concerning Party affairs arising within the county, either directly or on appeal, with the right of appeal to the appropriate Congressional District Committee;
4. 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 committee in the event no such candidate(s) were nominated by the Republican mass meeting, canvass, ~~or~~ convention or primary;
5. Elect nominees to vacancies on the County Committee by a majority vote of those present at a duly called meeting of the whole committee after such nominees' names have been placed in nomination at the duly called meeting of the whole committee prior to the meeting in which the election takes place;
6. Remove from office, any member of the County Committee including the County Chairman, by the vote of two-thirds of the other members of the 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 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;
7. Resolve the official positions of the Fairfax County Republican Party on political issues;

8. 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 III, Section C.3.d. hereof; and
9. 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).

Section D - Meetings

1. Business meetings of the County Committee shall be held no less than once each calendar quarter upon written notice of not less than ten (10) days on the call of the Chairman or on the call of one-third of the Voting Members thereof. A majority of the Voting Members of the County Committee shall constitute a quorum for the transaction of business.
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 is a member of the Fairfax County Republican Committee and proxy holders for Precinct Members and District Members at-Large reside in the district represented by such members on the County Committee; and (c) all proxies are written substantially in the following form and signed by the maker of the proxy:

I, _____ of _____ (precinct) _____ (district) (county), hereby appoint _____ to vote as my proxy 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__.

3. The County Chairman, or, in his absence, the County First Vice Chairman, shall preside over all meetings of the County Committee and Robert's Rules of Order, Newly Revised, shall prevail.

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 Committee and duly sanctioned service district committees and, to the best of their ability, be informed with respect to all issues on which the party should take a position. Failure by any Voting Member of the County Committee to be in attendance at three (3) consecutive meetings of such committees, either in person or by proxy, will

automatically remove that member from the status of Voting Member, and place that member in the status of a Non-Voting Member. 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 Party by direct participation in its programs and activities. Where vacancies exist in the office of precinct chairman, the Precinct Member(s) from the precinct involved shall assume the duties and privileges of such office until a replacement can be appointed.

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 Fairfax County Republican Committee, including the County Chairman, County First Vice Chairman, the County Vice Chairman of Administration, the County Vice Chairman for Community Engagement, the Vice Chairman for Operations, the Vice Chairman of Finance, the Representative of the Virginia Federation of Republican Women (VFRW) clubs within the county, the Representative of the YRFV (Young Republican Federation of Virginia) clubs within the county, the Representative of the CR (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 representative to the Fairfax County Electoral Board shall be a non-voting member. Fifty percent (50%) of the voting members shall constitute a quorum.

2. Meetings

The Executive Committee shall meet no less than once each three-month period by the call of the County Chairman. Additional meetings may be called by the County Chairman or by any five (5) members of the Executive Committee. The individual or individuals calling any meeting must certify that notice of such meetings 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 Fairfax County Republican 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 - The Operations Committee

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

1. Membership

The Operations Committee shall consist of Voting Members of the Fairfax County Republican Committee, including the County Chairman ex-officio, the Vice Chairman for Operations, the County First Vice Chairman, the County Vice Chairman of Administration, and One (1) member from each district, who shall be appointed by the Vice Chairman of Operations, with the approval of the District Chairman, and shall serve at the pleasure of the County Chairman. In addition, the County Chairman is authorized to appoint additional members, not to exceed four (4) who shall serve at the pleasure of the County Chairman.

2. Meetings

- a. The Operations Committee shall meet no less than once each three-month period upon the call of the Vice Chairman for Operations or the County Chairman and more frequently if required for the conduct of its business.
- b. Each member of the Operations Committee shall have one (1) vote and a majority of the Committee shall constitute a quorum for the transaction of business.
- c. The Vice Chairman for Operations shall preside over the meetings of the Operations Committee and shall be responsible to the County Committee for accurate records and minutes of all meetings of the Operations Committee.

3. Duties and Responsibilities

- a. The Operations Committee shall be responsible for election activities of the Party, which shall be developed in coordination with the Executive Committee. Its procedures, plans and goals shall be subject to the approval of the County Committee.
- b. The Operations Committee shall be charged with the responsibilities for the overall planning and coordination of the operational affairs of the County Committee. This Committee has the responsibility to promote the Party through community service, issues research and development, polling, meeting and convention procedures development, records development, registration drive assistance and overall coordination of precinct operations assistance.

- c. The Operations Committee will prepare an annual operations implementation plan setting forth action recommendations for consideration by the County Committee, including estimates of the effort, time and cost, consistent with the budget, required to achieve the plan's goals. The plan shall be presented to the membership during the second quarter of the calendar year. Upon adoption of the plan by the County Committee, the Operations Committee shall assist, coordinate and support the efforts of the District Chairman and all other involved participants in the plan's implementation.
- d. The Operations Committee may establish informal committees for the purpose of fulfilling its duties and responsibilities with the approval of the Executive Committee and the County Chairman.

Section C - The Finance Committee

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

1. Membership.

The Finance Committee shall consist of Voting Members of the Fairfax County Republican Committee, including the County Chairman ex officio, the Vice Chairman for Finance, the County First Vice Chairman, the County Vice Chairman of Administration, the Treasurer, and One (1) member from each Magisterial District who shall be appointed by the Vice Chairman of Finance with the approval of the Magisterial District Chairman and shall serve at the pleasure of the County Chairman. In addition, the County Chairman is authorized to appoint additional members, not to exceed four (4), who shall serve at the pleasure of the County Chairman.

2. Meetings

- a. The Finance Committee shall meet no less than once each three-month period upon the call of the Vice Chairman for Finance or the County Chairman and more frequently if required for the conduct of its business.
- b. Each member of the Finance Committee shall have one (1) vote and a majority of the Committee shall constitute a quorum for the transaction of business.
- c. The Vice Chairman for Finance shall preside over the meetings of the Finance Committee and shall be responsible to the County Committee for accurate records and minutes of all meetings of the Finance Committee.

3. Authority and Responsibilities

- a. The Finance Committee shall be responsible for fund raising activities of the Party, which shall be developed in conjunction with the budget. This Committee shall

prepare an annual fund raising plan and submit it to the County Committee. Its procedures, budgets and quotas shall be subject to the approval of the County Committee.

- b. The Finance Committee shall be charged with responsibility for the overall planning and supervision of the financial affairs of the County Committee, to maintain a sound fiscal position and prudent disposition of the donations it receives, consistent with the goals and policies of the Republican Party and the County Committee. Accordingly, it will prepare an annual budget recommendation for consideration by the County Committee, including reasonably detailed projections of receipts and disbursements. Once a budget has been adopted by the County Committee, the Finance Committee shall take action to raise necessary funds and apprise the County Committee of its general financial position.
- c. The Finance Committee may authorize the Treasurer and the County Chairman to borrow money to meet temporary needs for budgeted expenditures in the name of the County Committee and in amounts not to aggregate more than the maximum sum established by the County Committee under Article II, Section C.9., inclusive of such lesser amounts as may have been borrowed by the Treasurer and the County Chairman under Article IV, Section B.2.e., for periods not exceeding six (6) months, without additional authorization. Notice of such action will be given at the following meeting of the County Committee.
- d. The Finance Committee may authorize the spending of amounts not to aggregate more than One Thousand Dollars (\$1,000.00) for the acquisition of equipment, furnishings or other capital assets not a part of the budget, without further authorization. Notice of such action will be included in the ensuing regular financial report to the County Committee.

Section D – The Communications Committee

There shall be a committee officially known as the “Communications Committee of the Fairfax County Republican Party,” hereinafter designated as the “Communications Committee.”

1. Membership

The Communications Committee shall consist of Voting Members of the Fairfax County Republican Committee, including the County Chairman ex officio, the Vice Chairman for Communications, the County First Vice Chairman, the Vice Chairman for Administration, the Vice Chairman for Community Engagement, and up to three additional members appointed by the Vice Chairman for Communications, with the approval of the County Chairman, who shall serve at the pleasure of the County Chairman.

2. Meetings

- a. The Communications Committee shall meet no less than once each three-month period upon the call of the Vice Chairman for Communications or the County Chairman and more frequently if required for the conduct of its business.
- b. Each member of the Communications Committee shall have one (1) vote and a majority of the committee shall constitute a quorum for the transaction of business.
- c. The Vice Chairman for Communications shall preside over the meetings of the Communications Committee and shall be responsible to the County Committee for accurate records and minutes of all meetings of the Communications Committee.

3. Duties and Responsibilities

- a. The Communications Committee shall use communications branding and engagement methods to raise the profile of the Republican Party within the broader community.
- b. The Communications Committee shall use print and digital concepts and collateral materials to advance the goals of the FCRC leadership in the areas of fundraising, membership, community engagement and volunteer recruitment and retention. This task includes working with the Finance, Operations, and other subcommittees of the County Committee to ensure a proper understanding of their needs and opportunities, and to contribute ideas to advance their goals.
- c. The Communications Committee shall develop a written annual marketing plan and budget.
- d. The Communications Committee shall work with the Operations and Community Engagement Committees in preparing the annual calendar of community events across the county, identifying those that offer potential marketing opportunities, and determining the best way to approach each. The Communications Committee shall also coordinate with and encourage the Operations and Community Engagement Committees and District Chairmen in the use of marketing materials at festivals, farmer's markets and other events to increase exposure and make appearances more productive for community engagement, membership and volunteer recruitment.
- e. The Communications Committee shall coordinate with the District Chairmen to support their efforts in volunteer recruitment and retention.
- f. The Communications Committee shall develop a social media communications strategy designed to push traffic to the County Committee's Facebook page and website. This strategy will be aimed at engaging current and potential volunteers, encouraging new membership applications, and informing volunteers, members, and the public about the party's activities in Fairfax County. In addition to notifying the public about events, this

campaign will promote specific messages consistent with those of Republican nominees in a given election cycle.

- g. The Communications Committee shall develop an email communications strategy for the same purposes as the social media campaign.
- h. The Communications Committee shall develop, implement, and continuously update a plan for improvements to the County Committee's website.

Section E - Special Committees

With the advice and consent of the County Committee, the County Chairman may appoint as many other special committees as he may deem necessary in the best interests of the party.

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, or mass meeting or canvass called for the purpose of selecting delegates to the regular congressional district conventions, and he shall hold office for a term of two (2) years, beginning with the day of his election, or until his successor is elected, unless sooner 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.6.

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 local conventions, canvasses and mass meetings; pursuant to Article II, Section C, Paragraph 1;
- b. appoint and remove the respective officers designated in Article IV, Section C., D., E., F. and H., 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 III, Section C.3.c. and Article IV, Section B.2.e.

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 three-month period and more frequently when the needs of the Committee so demand; and
- d. have a public accountant make an annual audit of the books and finance records at the end of each fiscal year and report to the county committee.
- e. The County Chairman shall 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 Fairfax County Republican Committee.

Section B - The County First Vice Chairman, The County Vice Chairman of Administration, The County Vice Chairman for Community Engagement, Secretary, Treasurer, and Club Representatives

1. Election and Term of Office

The County First Vice Chairman, the County Vice Chairman of Administration, the County Vice Chairman for Community Engagement, Secretary and the Treasurer shall be elected by a majority of those members present at the first duly called meeting of the County Committee after each general election of County Committee members. They shall serve at the pleasure of the County Committee for a term of office to expire upon the election of their successors. 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 designated by the Young Republican Clubs in Fairfax County. The Representative of the

College Republicans shall be designated by the College Republicans clubs within Fairfax County.

2. Duties and Responsibilities

- a. The County First Vice Chairman will be the chief administrative officer after the County Chairman. 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. The County First Vice Chairman also will serve on the Operations and Finance committees.
- b. The County Vice Chairman of Administration shall have the responsibility of the involvement of volunteers. He/she shall seek out and encourage the efforts of these volunteers in Party activities, especially those activities involving projects of an area-wide nature, which relate to the election of Republican candidates. He/she shall be responsible for the presentation of creative ideas, which would fully utilize the responsible participation of special talents, and shall represent these volunteers on the Executive Committee. In addition, the County Vice Chairman of Administration shall have responsibility for the volunteer maintenance and staffing of the County Committee headquarters. The County Vice Chairman of Administration also will serve on the Operations and Finance Committees.
- c. The County Vice Chairman for Community Engagement, in addition to his normal duties on the Executive Committee, shall be responsible for the County Committee's engagement efforts including but not limited to all ethnic-American minority populations in Fairfax County, different socio-economic populations living in Fairfax County, and different business and professional organizations, especially those activities involving projects of a county-wide nature which relate to the election of Republican candidates. The County Vice Chairman of Community Engagement shall cooperate and work closely with the representative of the Women's Republican Clubs, and Representative of the Young Republican Clubs, the College Republicans and the Teenage Republican (TARS) Clubs to encourage their continuing participation in the Fairfax County Republican Party activities. He/she shall be responsible for liaison with these populations and organizations in the county, the development and presentation of creative ideas to fully utilize the responsible participation and involvement of special talents and cultural activities, and shall represent these individuals on the Executive Committee.
- d. The Secretary shall 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 will maintain the roll of the County Committee members, in conjunction with Article IV, Section E.3.d., 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 full copy of the roll of County Committee members, including the mailing address of each member 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 the greater of a fee of ten dollars or the reasonable printing and mailing costs of providing the roll, as may be applicable. 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.

- e. The Treasurer will be the custodian of all funds and financial records of the Fairfax County Republican Party, and will be responsible for the preparation and presentation of regular reports on the status of funds in his care, both on a fiscal basis and at such interim periods as may be deemed appropriate by the County Chairman.

The Treasurer and the County Chairman will be empowered to open a bank account in the name of the Fairfax County Republican Committee, and to make deposits 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 under Article II, Section C.9., 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.

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 Executive Committee.

- d. The Representative of the Women's Republican Clubs within the County shall be a liaison between the Committee and the clubs. She shall serve as a coordinator, representing the women's clubs to the County Chairman, County Vice Chairman of Community Engagement, and the various committee chairmen.

She shall assist in securing volunteers, as needed, in the presentation of County Committee plans, projects or goals to the clubs and encourage the participation of the club membership in all County work.

She may serve on Republican nominees' campaign committees if the candidate or the campaign manager so requests, as a liaison with the women's clubs.

She shall interpret and present the clubs' views on projects to the County Committee after contacting the clubs. If the women's clubs are involved in any committee project and they are not represented on the committee, she may request information from the chairman of the committee or the County Chairman, and thus assist in securing better participation from the clubs. The Representative of the Young Republican Federation of Virginia (YRFV) Clubs within the County shall be a liaison between the Committee and the clubs. He/she shall serve as coordinator, representing the Young Republican Federation of Virginia clubs to the County Chairman, County Vice Chairman of Administration and the various committee chairmen.

He/she shall assist in securing volunteers as needed, in the presentation of County Committee plans, projects or goals to the club and encourage the participation of the club membership in all County work. He/she may serve on Republican nominee's campaign committees if the candidate or the campaign manager so requests, as a liaison with the Young Republican Federation of Virginia club.

He/she shall interpret and present the club's views on projects to the County Committee after contacting the club. If the Young Republican Federation of Virginia club is involved in any committee project and is not represented on the committee, he/she may request information from the chairman of the committee or the County Chairman, and thus assist in securing better participation from the club.

The Representative of the College Republican (CR) Clubs within the county shall be a liaison between the Committee and the clubs. He/she shall serve as coordinator, representing the College Republican Clubs to the County Chairman, the County Vice Chairman of Administration and the various committee chairmen.

He/she shall assist in securing volunteers as needed, in the presentation of County Committee plans, projects and goals to the clubs and encourage the participation of College Republican members in all County Committee work. He/she may serve, if requested by the candidate or campaign manager, as a liaison between the campaign of any Republican nominee and the College Republicans.

He/she, if requested, shall interpret and present to the County Chairman and the Executive Committee the views of the College Republican membership. If the College Republicans are requested to participate in any Committee project, he/she may request information from the County Chairman or other responsible County Committee official to assist in securing better College Republican participation.

Section C - The Vice Chairman for Operations

1. Term of Office

The Vice Chairman for Operations shall be appointed by the County Chairman with the advice and consent of the County Committee. He/she shall serve at the pleasure of the County Chairman for a term of office commensurate with the term of the County Chairman. The Vice Chairman for Operations may be removed from office by the County Chairman, subject to the approval of a majority of the members of the Operations Committee and provided a substitute may be appointed in the manner stated above.

2. Duties and Responsibilities

The Vice Chairman for Operations will be responsible for the planning, and implementation of all operations activities. He/she will coordinate the activities and decisions of the Operations Committee with each of the several District Chairmen or their respective designees to insure county-wide participation in the operation requirements of the County Committee.

Section D - The Vice Chairman for Finance

1. Term of Office

The Vice Chairman for Finance shall be appointed by the County Chairman with the advice and consent of the County Committee. He/she shall serve at the pleasure of the County Chairman for a term of office commensurate with the term of the County Chairman. The Vice Chairman for Finance may be removed from office by the County Chairman, subject to the approval of a majority of the members of the Finance Committee and provided a substitute may be appointed in the manner stated above.

2. Duties and Responsibilities

The Vice Chairman for Finance will be responsible for the planning, and execution of all fund raising programs. He/she will coordinate the activities and decisions of the Finance Committee with each of the several District Chairmen or their respective designees to insure county-wide participation in the fund raising requirements of the County Committee.

Section E – The Vice Chairman for Communications

1. Term of Office

The Vice Chairman of Communications shall be appointed by the County Chairman with the advice and consent of the County Committee. He/she shall serve at the pleasure of the County Chairman for a term of office commensurate with the term of the County Chairman. The Vice

Chairman for Communications may be removed from office by the by the County Chairman, provided a substitute may be appointed in the manner stated above.

2. Duties and Responsibilities

The Vice Chairman for Communications will be responsible for the planning and execution of all communications activities. He/she will coordinate the activities and decisions of the Communications Committee with each of the several District Chairmen or their respective designees to ensure County-wide participation in the communications requirements of the County Committee.

Section F - The Magisterial District Chairmen

1. Term of Office

A Magisterial District Chairman from each of the several service districts shall be appointed by the County Chairman with the advice and consent of the members of the County Committee from the service district involved. The Magisterial District Chairmen shall serve at the pleasure of the County Chairman. A Magisterial District Chairman may be removed from office 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 service 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 Chairmen for the several precincts within his/her district and subject to the provisions of Article IV, Section G.1.;
- b. the appointment and removal of such district officers as Finance Chairman, Organization Chairman, Area Chairman, and others 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 mass meetings and convention 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 district. Specifically, he/she shall be responsible for:

- a. the recruitment and training of Precinct Chairmen;

- b. the nomination of election judges and clerks to the Electoral Board;
- c. the maintaining of current voter records for his/her district;
- d. meeting the requirements of minute and record keeping of the Secretary for all duly sanctioned district meetings as stated in Article IV, Section B.2c.;
- e. the coordination of fund raising activities within his/her district;
- f. representation of his/her district on the Executive Committee; and
- g. the coordination of young Republican and women's club's activities within his/her district with other Party activities.

4. District business meetings shall be held upon written notice of not less than ten (10) days on the call of the Magisterial District Chairman or on the call of one-third of the members thereof.

Section G - The Precinct Chairman

1. Term of Office

The Precinct Chairman for each of the several voting precincts shall be appointed by the Magisterial District Chairman for the service district in which such precincts are located, respectively. The Precinct Chairman 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 Chairman may be removed by the Magisterial District Chairman and such removal shall become effective unless reversed by the Executive Committee within ten (10) days therefrom.

2. Authority

The Precinct Chairman shall 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. Also, the Precinct Chairman shall be among those invited to participate in all Party appointments of persons residing in his/her precinct.

3. Duties and Responsibilities

The Precinct Chairman shall be responsible for:

- a. the maintenance of voter records;
- b. the supervision of canvassing in his/her precinct;
- c. the recruitment and supervision of poll workers on election day;

- d. the supervision of finance drives within his/her precinct;
- e. the recommendation of election officials and candidates for vacancies on the County Committee to the District Chairman;
- f. the recruitment and involvement of as many party workers as practicable; and keeping informed of Party activities and policies.

Section H - 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 I – 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 PROCECURE

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