

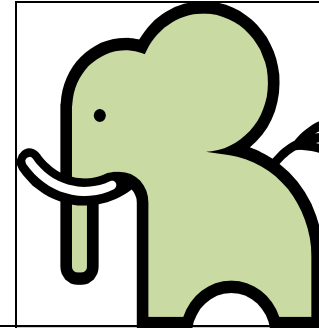
**OLD GLORY**

**I pledge Allegiance to the flag  
of the United States of America  
and to the Republic  
for which it stands,  
one nation  
under God,  
indivisible,  
with Liberty and Justice  
for all.**

**PAID FOR BY SIXTH DISTRICT REPUBLICAN COMMITTEE**

**G O P**

**GRAND OLD PARTY**



**Sixth District Republican Committee  
Plains Township  
Ashley Borough  
Newtown-Hanover Township  
Wilkes-Barre Township  
Wilkes-Barre City  
Pennsylvania**

**RULES  
POLICIES  
PROCEDURES**

**BY-LAWS 2011**

**RULES  
POLICIES  
PROCEDURES  
ARE  
CONSISTENT WITH THE LUZERNE COUNTY  
REPUBLICAN PARTY  
BY-LAWS**

**6TH DISTRICT REPUBLICAN COMMITTEE  
41 SOUTH MAIN STREET  
WILKES-BARRE, PA 18701**

**The Sixth District Chairman can call an Executive Board meeting by notifying the Executive Board Members with at least a (48) forty eight hour notice.**

**The Sixth District Republican Committee Meetings take place on the (4) fourth Tuesday of each month at 7:00 P.M. The District Chairman can change meeting times and dates with the approval of the Executive Committee. The Republican Committee must be notified of any date or time change.**

**Amendments**

**Presentation of any amendments to the District By-Laws must be submitted in writing to the District By-Law Committee. It is the job of the District By-Law Committee to determine the merit of any submitted amendments. If the By-Law Committee approves the suggested change it will be forwarded to the District Executive Committee to be submitted for the agenda of (2) two regularly scheduled Sixth District Republican Committee Meetings for approval.**

**Quorum**

**The Sixth District Republican Committee Regular meeting will need at least (5) Elected Committeemen of which (2) two must be Officers of the Sixth District Executive Committee to constitute a Quorum.**

**The Main Duties of Republican Committee Members are:**

- Communicate with and service the voters.**
- Circulate Candidate Nominating Petitions.**
- Register Republican voters.**
- Deliver Absentee Ballots to voters.**
- Canvass with candidates.**
- Distribute campaign material before an election.**
- Make get-out-the-vote phone calls.**
- Cover the poll on election day.**
- Recruit and train volunteers.**
- Identify, recruit, select, and support qualified**
- Help with Republican fund-raisers.**
- Vote on endorsement of Republican candidates.**
- Attend Republican meetings and events.**

**Vacancy**

**Vacancy in the office of District Chairman shall be filled by the District Vice Chairman for the remainder of the District Chairman's term. When a vacancy occurs in the office of, District Vice Chairman, District Secretary or District Treasurer, the District Chairman shall appoint a Republican Committeeman of the Sixth District for the remainder of the term within (30) thirty days.**

**Republican Committee and Committees**

**The Sixth District Republican Committee will be composed of (2) two Republican Committeemen male or female from each voting precinct to be elected at the Spring Primaries in the even numbered years and serve for (4) four years. Elected or Appointed Republican Committee members are the only voting members at the regular republican committee meeting. If a Elected or Appointed Republican Committee member can't make a regular committee meeting he/she can assign a registered republican from his/her ward to vote on behalf of the absent committee member. Any Republican Committeeman that misses three (3) meetings without assigning a person to proxy vote will be asked to resign unless there is legitimate reason for the absence.**

**The Sixth District Executive Committee shall consist of the District Chairman, District Vice Chairman, District Secretary and District Treasurer. When a District Chairman activates a Committee the District Chairman can have the Chairman of the Committee serve on the Executive Committee.**

**All fundraising Committees shall have a Chairman, Co-Chairman and at least (2) two Republican Committeemen to serve with the Chairman and Co-Chairman. All fundraising must be approved by the Sixth District Republican Committee prior to the event.**

**This list of Committees may include some or all listed. New Registration Committee, Fund Raising Committee, By-Laws, Rules, Policies and Procedures Committee, Grievance Committee, Budget Committee, Audit Committee, Election and Candidate Committee.**

**Financial Support**

**A minimum of \$500.00 must be kept in the Sixth District Republican Committee District Treasury at all times. This money will be used for getting fundraising started, bookings, goods, food, etc. Endorsing and Funding Candidates will be determined by majority vote of committeemen present at a regular district meeting. Money allocated will only be over the minimum of \$500.00 in the accounts.**

**Candidate Financial Support**

**The Sixth District Republican Committee will not support financially: United States Senators, Pa. State Senators or County Candidates. The only Financial support will be Sixth District Republican Candidates running for State Representative, Municipal Office and School Boards. Before any money is approved a State Police Criminal Record Check must be presented by the candidate at a regular scheduled committee meeting.**

**Agenda**

**The agenda for regular meetings of the Sixth District Republican Committee.**

**Call to Order All Stand for the Pledge of Allegiance to Our Flag. Continue standing for a moment of silence for Our Deceased and Wounded Military.**

**Sign in sheet signed by all present-Filed.**

**Reading of minutes of previous meeting-Approved by entertained motion-Filed.**

**Communications read-Filed.**

**Treasurer Report-Read-Accepted-Filed. Bills-Approved-Paid receipts-Filed.**

**District Chairman Report/Meetings.**

**Committee Reports.**

**Unfinished Business.**

**New Business/Appointments.**

**Entertained Motion to Adjourn-Approved.**

**Future Meeting Dates.**

**Officers' Duties**

**District Chairman**

**The District Chairman of the Respective Legislative District shall within (30) thirty days of being elected for a (4) four year term make the following appointments, District Vice Chairman, District Secretary, District Treasurer. The term would be (4) four years and include membership on the Executive Board. The District Chairman shall have the right to replace any officer with the majority vote of the District Executive Board during the (4) four year term. The District Chairman with the help of the Executive Board will find a place to meet on a monthly basis. The District Chairman will conduct all meetings and have the right to appoint Chairman of Committees when needed. The District Chairman will have the right to vote on any motion brought before the District Meetings. The District Chairman will be in charge of mail received at Republican Headquarters 41 S. Main Street Wilkes-Barre, Pa. 18701. The District Chairman is obligated to attend the Luzerne County Executive Committee Board Meetings along with the District Vice Chairman if neither are able to attend the District Chairman must notify the Executive Director who the replacement will be.**

**Officers' Duties**

**District Vice Chairman**

**The District Vice Chairman shall preside at regular District Committee meetings in the absence of the District Chairman. The District Vice Chairman shall be the liaison between the District Chairman and all appointed Sub-Committees. The District Vice Chairman is allowed and invited to attend the Luzerne County Executive Board Meetings.**

**Officers' Duties**

**District Secretary**

**The District Secretary shall keep a true and permanent record of the business of the District Meetings, conduct correspondence, except as otherwise provided for and perform such other duties as the District Republican Committee shall direct. The District Secretary shall preside in the absence of both the District Chairman and District Vice Chairman.**

**Officers' Duties**

**District Treasurer**

**The District Treasurer shall be the custodian of all moneys including a petty cash journal. The District Treasurer shall deposit same in a bank to be designated by the Republican Committee in the name of the Sixth District Republican Committee. The District Treasurer shall pay all bills approved by the Sixth District Republican Committee. The District Treasurer shall sign all checks and present them to the District Chairman for co-signing in a timely manner. The District Treasurer shall perform all other acts required by the rules. The District Treasurer shall render and itemize statements of all receipts and disbursements to the Republican Committee at the regular scheduled meetings. The District Treasurer is responsible for all Financial Reports due to the Luzerne County Election Board and copy of the same to Pennsylvania Department of State. The District Treasurer shall have the right along with the District Chairman for access to mail received at Headquarters.**