

**CONSTITUTION and BYLAWS OF THE NORTH CAROLINA
FEDERATION OF YOUNG REPUBLICANS**



Table of Contents

I.	GENERAL PROVISIONS	Page 3
II.	LOCAL CHAPTERS AND MEMBERSHIP	Page 7
III.	STATE EXECUTIVE COMMITTEE	Page 13
IV.	BOARD OF DIRECTORS	Page 16
V.	STANDING COMMITTEES	Page 18
VI.	OFFICERS	Page 21
VII.	CONVENTIONS	Page 27
VIII.	FISCAL POLICIES	Page 31
IX.	DISPUTE RESOLUTIONS PROCEDURE	Page 34
X.	SEXUAL HARRASSMENT POLICY	Page 37
XI.	AMENDMENTS	Page 40

ARTICLE I GENERAL PROVISIONS

Definitions. As used in these Bylaws, unless the context otherwise requires, the words and phrases defined in this section shall have the meanings set forth herein.

“Act” means the North Carolina Nonprofit Corporation Act, MS Code, Chapter 79;

“Articles” means the articles of incorporation of the NCFYR;

“Board” means the Board of Directors of the NCFYR;

“Contracted Agents” means any entity with which the NCFYR has entered into a written contract;

“Delinquent Debt” means any debt owed as soon as the debtor has been notified of the outstanding debt by means of registered letter from the NCFYR or its contracted agents;

“Elected Office” means the offices of Chairman, Vice-Chairman, Secretary, and Treasurer, National Committeeman, and National Committeewoman

“Elected Officer” means the holder of an elected office;

“State Committee” means the State Committee of the NCFYR as comprised as set forth herein;

“State Convention” means the annual convention of the NCFYR;

“Outstanding Debt” means any debt that remains unpaid;

“State” means the State of North Carolina;

“Chapter” means an organization of Young Republicans recognized by the NCFYR in accordance with the provisions of this document;

“Undisputed Debt” means any debt for which no written objection has been received by the NCFYR within the time established herein, or which has been appealed and finally determined as set forth herein;

“NCFYR” means the North Carolina Federation of Young Republicans;

“Young Republican” means a member in good standing of NCFYR between and including the ages of 18 and 40, inclusive

Purpose. The purpose of NCFYR shall be to Elect Republicans throughout the State of North Carolina; Develop a statewide movement of intelligent, aggressive, professional and effective Young Republicans through education and training; Support the principles and objectives of the Republican Party; Direct, manage, supervise, and control its business, property, and funds and do all other things necessary to carry out its objectives; and Create, charter, supervise, and coordinate county and multi-county chapters of Young Republicans throughout the State.

Intraparty Participation and Endorsement Policy. NCFYR, the State Committee, and all officers or directors acting in their capacity as official representatives of the foregoing entities may not participate or make an endorsement in any contested Republican primary or any intraparty election at the national, state, or local levels.

This includes statements that can be construed as supportive of a candidate in a contested primary whether or not the term “endorse” is implicitly and;

Any statement made by an individual who is in the above-mentioned categories that is some manner of an endorsement must include a disclaimer “*per NCFYR Bylaws this statement is not intended to construe any endorsement on behalf of the state organization or local chapter and reflects solely my opinion as an individual. This is intended neither to construe or imply endorsement in my official capacities with the Young Republicans”

This applies to all described elections regardless of the perceived viability of any candidate.

Local Participation and Endorsement. A local chapter may not participate or make an endorsement in any contested Republican primary or any intraparty election, except where otherwise noted below, at the national, state or local level in the manner and to the extent authorized by its governing documents and the governing documents of its Local Chapter. Violation of this provision can result in a charter being pursuant to the Dispute Resolution Policy and/or the pertaining bylaws listed below.

This includes statements that can be construed as supportive of a candidate in a contested primary whether or not the word “endorse” is implicitly used and;

Any statement made by an individual who is in the above-mentioned categories that is some manner of an endorsement must include a disclaimer “*per NCFYR Bylaws this statement is not intended to construe any endorsement on behalf of the state organization or local chapter and reflects solely my opinion as an

individual. This is intended neither to construe or imply endorsement in my official capacities with the Young Republicans”

Clubs may invite, post, and take photos with any candidate in a contested primary or party race IF no statement supporting that candidate is made aside from general support for the party AND any other candidate in same race is able to be given equivalent/reasonably similar time and exposure.

This applies to all described elections regardless of the perceived viability of any candidate.

Exceptions. The provisions of this Section do not pertain to elections within the NCFYR or any of its state or local affiliates, nor do they apply to the state federation making an endorsement of a candidate for YRNF.

An endorsement may be made in a state level intra-party election or auxiliary exclusively by the statewide federation with a $\frac{2}{3}$ vote with an extraordinary quorum. The same such vote and quorum are required for any YRNF level endorsement and this right is exclusively reserved for the state federation.

If the State Party chooses to endorse in a primary for some special circumstance, the NCFYR may, if a member of the Executive Committee so chooses, motion to adopt the State Party’s endorsed candidate. This motion requires $\frac{2}{3}$ vote to approve and is not eligible for reconsideration. The NCFYR however cannot endorse a candidate in opposition to a State Party endorsed candidate, they may simply remain in a de facto position of neutrality.

Eligibility to Participate in the NCFYR. To serve on the State Committee, hold office in NCFYR or serve as a Delegate or Alternate to a NCFYR Convention, an individual must be a member of a local chapter duly chartered under these Bylaws, be between the ages of 18-40, inclusive, and be registered to vote in the State.

National Federation Membership: The NCFYRs will maintain membership and participate as a member in good standing of the Young Republican National Federation (YRNF).

Communications. The Board, chapter leadership, committees, and officers may conduct meetings by telephone conference so long as all members have simultaneous communication. In all cases that are required for receiving reports, use of mail, facsimile transmission, or e-mail may be used. In all cases that are required for notice, the use of e-mail, mail, or facsimile transmission may be used. All notices shall also be posted on the official NCFYR Website.

Parliamentary Authority. *Robert's Rules of Order Newly Revised* shall be the parliamentary authority of the State Committee and govern its procedures where it is not inconsistent with the governing documents of the NCFYR or any rule that may be adopted by the organization.

ARTICLE II
Local Chapters and
Membership

Membership Classifications

Federated Clubs may enroll members as they see fit, using the following classifications:

Active Member - Any person who meets the following requirements is classified as an Active Member of the Federation: 1) at least eighteen (18) years of age but not over forty (40) years of age; 2) a registered Republican in the State of North Carolina; 3) who believes in the objectives of the Federation; and 4) a voting Member in good standing of a Federated Club.

Associate - Any person who does not meet the qualifications for Active Membership, but who desires to participate in the activities of the Federation, may become an Associate Member. Associate Members shall have all rights and privileges of membership in the Federation and those granted by the Federated Club in which he or she is a member, but may not vote or serve as an Officer, Delegate, or Alternate Delegate to the Federation except as below. Dues shall not be paid to the Federation for Associate Members. An immediate past Chairman of the North Carolina Young Republican Federation who reaches the age of 41 during his or her tenure in that position shall be given the right to vote during NCFYR Executive Committee meetings only.

Honorary - Federated Clubs may establish standards for granting Honorary Memberships. An Honorary Member may also be an Active Member, if he or she meets the requirements for Active Membership in the Federation and in the Federated Club. Honorary Members who are not Active Members shall have all rights and privileges of membership in the Federation and those granted by the Club in which he or she is a member, but may not vote or serve as an Officer, Delegate, or Alternate Delegate to the Federation. Dues for Honorary Members shall be paid to the Federation only if the member is also an Active Member.

At-Large - A person who lives outside the jurisdiction of a Federated Club, may become an "At-Large Member." An At-Large Member must also be classified as an Active or Associate Member, and is entitled to all other rights and privileges of such membership. Each Active At- Large member shall pay annual dues in the amount of \$35.00 directly to the Federation.

The Executive Committee shall approve all At-Large members for 'Member in Good Standing' Status. This shall be conducted at the next regularly called executive committee meeting following the submission of dues. The criteria, similar to that of a chapter, shall include but not be limited to:

The ability of the individual to effectively conduct their affairs as a member and serve the needs of all Young Republicans in the federation; and

Whether a member has been previously a member of a chartered chapter and the length of time since its charter was resigned or forfeited and the reasons therein; and

The degree of cooperation and communication with the petitioner and the state organization and elected Republican leaders; and

Their recent political affiliation, organizational involvement, or leadership experience of the petitioning member.

This policy is retroactive and all previously dues paid At-Large members of the organization shall be voted for or against approval at the next duly called executive committee meeting following adoption.

Restrictions- No person may be an active member of more than one Federated Club in this Federation; and,

The roster of the Federation shall be restricted to Active Members who have paid dues to the Federation, either directly or through a Federated Club, within the last calendar year.

Generally. The NCFYR may charter one local Chapter in each county or group of 4 (four) contiguous counties consistent with the process outlined in these Bylaws. They shall have the power and authority conferred by these Bylaws.

Powers and Duties of Local Chapters. The powers and duties of the respective Chapters shall include but are not limited to the following:

To manage their affairs in a manner consistent with the provisions of their governing documents, applicable statutes, provided that such management does not conflict with the provisions of the governing documents of the NCFYR or rules adopted by the State Committee;

To elect, at a duly called meeting, a County Chairman, State Committeeman and State Committeewoman as members of the State Committee and to fill vacancies in such offices in the manner provided by its governing documents;

To select delegates and alternate delegates to the State Convention in the manner provided by these Bylaws and its governing documents and if its governing documents so authorize, instruct said delegates and alternates; delegate selection process (and instruction where applicable) must be outlined in Chapter Bylaws,

require a vote of membership at a regular meeting. In addition, reasonable and adequate (minimum of 30 days) notice to membership of delegate selection process and requirements must be included in County Bylaw provisions pertaining to delegate selection.

To conduct at least one annual meeting as a countywide organization at such time and manner as proscribed in its governing documents. Such meeting may be a countywide convention or a meeting of the county's executive committee;

To levy and assess dues upon their members;

Petitions to Charter a New Local Chapter. Application for recognition as a local Chapter by the NCFYR shall be made by petition to the Board of Directors. The format and content of the petition shall be specified by the Board and consistent with the following:

The petitioning county, or combination of counties (up to 4 that are contiguous) shall provide a listing of eight (8) names, addresses, telephone numbers, electronic mail addresses, and birth dates of prospective Young Republicans who desire to organize a Chapter.

Petitioning Young Republicans must reside in the county/counties in which they petition to organize a Chapter and shall meet the eligibility requirements of the NCFYR as set forth in these Bylaws.

The petitioning organization shall certify the following:

It has adopted governing documents consistent with the provisions of these Bylaws and that it has provided true and accurate copies of the same as part of its petition;

It has elected its officers consistent with its governing documents and provided to the NCFYR the names, addresses, telephone numbers, electronic mail addresses, and birth dates of all Young Republicans within its organization; and,

It collects dues of at least \$1 per year to cover state organization dues; and,

Files all necessary reports with the NC State Board of Elections to remain in compliance and transmit copies of all filed reports to the Federation Treasurer; and,

Has filed (and has proof of receipt) a Statement of Organization with the North

Carolina State Board of Elections prior to submitting a charter petition; and,

It has held at least two meetings as an organized body.

Club Names- The word “Republican” must be used in the name of all Federated Clubs, and the word “Federation” shall not be used in the name of a Club. Each Club’s name shall require the approval of the Executive Committee. Such approval shall not be given if the Club’s name contains any religious or issue-oriented connotations. If a club name contains the term “Professional” it will not be approved as it is inconsistent with State Federation identity.

Upon receipt of a petition from a prospective Chapter, the Board shall verify compliance with this Section and may evaluate the viability of the prospective Chapter considering additional factors including, but not limited to:

The ability of the organization to effectively conduct its affairs and serve the needs of all Young Republicans in the county;

Whether a local Chapter has been previously chartered in that county and the length of time since its charter was resigned or forfeited;

The degree of cooperation and communication with the petitioners and the state party leadership and elected Republican leaders; and

The political, organizational, or leadership experience of the leaders of the petitioning organization.

The Board shall report to the State Committee at the next scheduled meeting of the State Committee whether the petition meets the requirements set forth herein and whether it recommends the petition’s approval. Petitions that fail to meet the requirements shall be returned to the petitioner with specific corrections identified by the Board.

Those Young Republican Clubs which provide the following to the Secretary no less than 48 hours before an Executive Committee meeting shall be considered for chartering:

The name, street address, date of birth, cell phone or any alternate number and e-mail and address for each Active Member, noting all Club Officers; and,

A copy of the Club Constitution (which shall not be inconsistent with the Constitution of the NCFYR); and,

Minutes for two separately held (on two **separate** calendar dates within one calendar

year **or** within 90 days of each other) in-person meetings where (aside from a first meeting) quorum was met, including one in which officers were selected; and,

Proof of filing *and receipt (by the Board of Elections) thereof* a Statement of Organization with the North Carolina State Board of Elections; and,

A charter fee in the amount of \$25.00, plus full payment of dues (\$1 USD) for each Active Member.

A vote will be held at the first Executive Committee meeting at which an Active Member of the Club is present, at which time an official charter will either be granted or denied. The Charter Fee shall be returned if a charter is denied. The State Committee may approve charter petitions meeting the requirements of this Section by a majority vote. Alternatively, the Executive Committee may accept a charter on a statewide call with a standard quorum and a simple majority vote provided that at least one active member from the petitioning chapter is present on said call.

Regular reporting- all chapters are required to maintain reporting in compliance with the State Board of Elections. All reports must be available upon request of the State Federation within 24 hours. All reports must be current in order for delegates to be seated at any convention.

Renewal of Local Chapter Charters. Each local Chapter shall submit to the Board no later than March 31 of each year a petition for renewal of its charter with the NCFYR for approval by a majority vote of the State Committee at its Spring Meeting or State Convention, whichever comes first. The format and manner of the renewal process shall be determined by the Board, but in all cases, each Chapter must annually provide:

A current list of its officers together with their titles, a current list of its clubs and their principal officer, a current list of its entire membership including the name, address, telephone number, and electronic mail address of each member; and Documentation demonstrating that at least one member of the State Committee from such Chapter was in attendance for at least 1 (one) State Committee meeting during the previous year.

Amount of Dues- Each Federated Club shall pay annual dues in the amount of \$1.00 for each Active Member. Submission of these dues may be waived by a simple majority vote of the State Executive Committee for any reason but must be collected and retained by local chapters for submission with rechartering. If fees are waived, the organization will be notified within 10 (ten) days of such a decision. Under all other circumstances, if fees are not submitted to the State Federation within 90 days of receipt of rechartering paperwork, a club may be subject to revocation of charter.

Penalties

Cancellation of State Charters. The State Committee, at any duly convened meeting, may consider the outcome of any dispute resolved in accordance with the NCFYR Dispute Resolution Procedure, or the failure of any party (or parties) to a dispute to participate in such proceedings or to accept the result of any final decision arising in accordance with such provisions, and as a result of any such outcome or failure may revoke the charter of, or otherwise discipline, any local Chapter by a two-thirds (2/3) vote.

Whenever the State Committee shall exercise its authority under this section, the Board shall immediately send a notice of such action by registered mail or electronic mail to the last known address of the last reported chief executive officer and secretary of the affected local Chapter as well as to the Chairman of that county's Republican Party.

A local Chapter, by a three-quarters (3/4) vote of its members entitled to vote, may adopt a resolution resigning its charter with the NCFYR and direct its chief executive officer and secretary to transmit a copy of said resolution to the NCFYR. Such resignation shall become effective upon its receipt by the Board.

A local Chapter, the charter of which has been cancelled under the provisions of this section, shall not use the name, emblem, insignia of the NCFYR for any purpose nor shall any chapter for such former local Chapter. Furthermore, said organization can no longer represent itself as in any way affiliated with the NCFYR.

Audit of Records- Upon the petition of twenty-five percent (25%) of the members in good standing of a Federated Club, the Treasurer of the Federation shall appoint a Committee of Audit, which shall audit the books and other financial records of the said Federated Club, which Committee of Audit shall include no less than one Certified Public Accountant or Accountant.

**Article III
State Executive
Committee**

Function. The State Executive Committee shall be the policymaking and planning body of the Federation within the confines of this Constitution. The Executive Committee shall have the power to appoint such Committees as it may deem necessary for the proper conduct of Federation affairs, to formulate fiscal policy, establish financial goals, prepare a budget, and approve the bid for the Federation State Convention. The Executive Committee shall have all powers necessary to carry out these duties.

Powers and Duties. The Executive Committee is vested with all the powers and duties conferred by statute except as limited by the Articles of Incorporation or the governing documents of the NCFYR. The Board with the advice of the State Committee is authorized and given continuing authority to conduct the affairs of the NCFYR in accordance with all applicable laws and regulations and exercise authority over the day-to-day operations of the NCFYR. It may enter into contracts with parties to provide services for the NCFYR which specify the nature of the services to be provided, the duration of the contract, and the terms of compensation. In addition, the State Executive Committee is vested with the powers and duties provided by these bylaws, including, but not limited to the following

1. To exercise general control and supervision over all officers, directors, and committees of the NCFYR;
2. To recognize and charter local Chapters and to renew or cancel such charters as provided by these bylaws;
3. To recognize certain auxiliary organizations comprised of current and former members of the NCFYR including, but not limited to, alumni groups and professional organizations;
4. To adopt a budget, authorizing appropriations therefore for each fiscal term.
Each budget shall specify the purpose and the amount of each appropriation, and include a statement of estimated revenues;
5. To amend the Articles and Bylaws in the manner provided by law;
6. To require reports from any officer or committee of the NCFYR;
7. To remove any NCFYR officer in the manner set forth in this document;
8. To set and approve any compensation of officers, appointees, or employees of the NCFYR;
9. To adopt the temporary rules of the State convention; or
10. To fill by election a vacancy in any elected office of the NCFYR other than Chairman.

Composition. Voting Members- The voting members of the Executive Committee shall be the elected officers of the Federation, the immediate past

Chairman, the General Counsel, the Executive Director, the seven (7) Regional Directors, the Chairman of each Standing Committee, the Chairmen of all chartered Federated Clubs, and up to four Chairmen of Special Committees. The Chairman shall nominate and the Executive Committee shall approve which of these Chairmen shall be voting members. No person may cast more than one vote on the Executive Committee. A person entitled to more than one vote by virtue of being an Elected Officer and a Club Chairman must issue a proxy for the Club Chairman vote according to the proxy guidelines of this Constitution in order for the vote to be cast.

Meetings Generally. A meeting of the State Committee is a meeting of the membership of the federation. The provisions of these bylaws governing the notice of State Committee meetings and the business before them shall constitute the required notice of a meeting of the membership of the Federation for the purposes of the Act. Meetings of the Executive Committee shall be called by the Chairman **or** by any three (3) members of the Executive Committee.

Notice shall be sent with at least 10 (ten) days' notice for any meeting or call that falls outside of the standard schedule listed below. Notice shall be sent with at least 30 (thirty) days' notice for all quarterly meetings listed below. In the event of an emergency, the Chairman, at their sole discretion may call a meeting with 48 (forty-eight) hours' notice, notice for this type of emergency meeting must be attempted both via phone as well as email. Notice for all other types of meetings shall be satisfied via electronic or standard mail providing meeting advisory. The State Committee shall meet immediately prior to the first business session of the State Convention. The State Executive Committee shall also meet quarterly (one per year may be by conference call with a majority vote of the Board of Directors), as a convention requires an Executive Committee Meeting prior to being called to order, one quarterly meeting shall be held in conjunction with a Convention. The other meetings shall be held as follows:

Fall Meeting. The State Committee shall meet during the months of September, October, or November of each year.

Winter Meeting. The State Committee shall meet during the months of December, January, or February of each year.

Spring Meeting. The State Committee shall meet during the months of March or April of each year.

Quorum. Quorum for amendments to the Articles of Incorporation, the Bylaws, discipline of Elected Officers or State Organizations, appeals from decisions of the dispute resolutions committee, or charter revocations, shall be a majority of the membership of

the State Committee.

General Business. Quorum for all other business of the State Committee shall be one-third (1/3) of its membership.

Extraordinary Quorum. Any provision of this document that specifies an extraordinary quorum of the State Committee shall require attendance of $\frac{3}{5}$ of its membership.

Committee Business. The quorum requirement for any committee of the NCFYR to conduct business shall be determined by a rule adopted by the State Committee. In the absence of such a rule, one-third (1/3) of the committee's membership is required to conduct committee business.

Open Meetings-The meeting of the Executive Committee shall be open to all Members of the Federation.

Rules. The State Committee may adopt rules of procedure consistent with these Bylaws. Said rules shall be consistent with the requirements of statute and shall not be construed as to supersede any provisions of the governing documents of this organization.

Access to Information. All documents and records pertaining to the operation of the NCFYR, including all bank statements, invoices, receipts or other financial documents, shall be available for inspection by any member of the State Executive Committee within a reasonable time.

Article IV Board of Directors

Function and Powers. The Board of Directors shall be responsible for implementation and execution of policies set forth by the Executive Committee as well as the day to day operations of the Federation. The Board shall keep accurate accounts of its proceedings and shall make quarterly reports to the Executive Committee. The Board of Directors shall have all powers necessary to carry out these duties.

Voting Members. The voting members of the Board of Directors shall be the elected Officers of the Federation and the General Counsel. The immediate past Chairman and Executive Director are non-voting members.

Quorum. A quorum for meetings of the Board of Directors Board shall be fifty percent of the Board.

Meetings. The Board of Directors of the Federation shall hold at least one (1) meeting per quarter at such time and place as may be determined by the action of the Board, by the call of the Chairman, or by written request of the majority of the members of the Board of Directors; and in addition to such regular meetings the Chairman or any three members of the Board shall have the right to call a meeting of the Board of Directors in person, by conference call or any other electronic means approved by the executive committee but must provide not less than ten (10) days' notice thereof to all voting members of the Board of Directors. Such notice may be waived by approval of each voting member who did not receive such notice.

Business Transaction. The Board of Directors may transact business by mail, phone, or e-mail, by voting on questions submitted to them by, or with the approval of the Chairman. Ten (10) days shall be allowed for the return of the votes thereon by mail or e-mail to the Secretary of the Federation. The voting shall be considered closed at any time prior thereto if, and when, all members of the Board of Directors shall have returned their ballots. If, at the expiration of ten (10) days, the majority of the Board of Directors shall not have returned their ballots, the question(s) voted upon shall be deemed to have failed. The Secretary shall preserve all votes until the next meeting of the Board of Directors, at which time the Board of Directors shall order the disposition of the ballots.

Required Disclosures and Filings. The Board shall review all documents required to be filed with the Internal Revenue Service, the Federal Elections Commission, the North Carolina State Board of Elections or any other agency prior to filing. No document shall be filed with any government agency until it has been reviewed or

approved by the Board unless otherwise provided by in the Rules of the Board.

Board Committees. The Board by resolution adopted by a majority of the directors in office, may designate and appoint one (1) or more committees, each of which shall consist of three (3) or more directors, which committees, to the extent provided in said resolution shall have and exercise the authority of the Board as set forth in these Bylaws.

Appeal. With the exception of decisions by the Board of Directors pursuant to Article VII, any action of the Board of Directors may be appealed to the next meeting of the Executive Committee.

Budget. The Board shall make an annual financial report to the State Committee. It shall submit a budget for each fiscal year at the Fall State Committee Meeting of the prior fiscal year, subject to approval by the State Committee at the same meeting. Notice of the proposed budget, including a copy of the proposal, shall be sent to the State Committee at least thirty (30) days prior to the meeting.

Investigations. The Board shall have the duty to ensure that it, its members, and all appointed officers of the NCFYR conduct the affairs of the NCFYR ethically, responsibly, and in accordance with their fiduciary and other duties. Whenever the Board has reasonable suspicion that that a director or appointed officer has violated their duties or has engaged in conduct unbecoming a representative of the NCFYR, it shall direct the General Counsel or his or her designee to investigate the allegations. If the General Counsel is unable to perform the investigation due to professional or other conflicts, the Board may appoint a Special Investigator to act on its behalf. Upon the completion of the investigation, the General Counsel or the Special Investigator shall report the results of his or her inquiry to the Board. If it believes that misconduct has occurred, the Board is empowered to take such steps as may be provided under *Robert's Rules of Order, Newly Revised* to sanction the offender. Nothing in this section shall be construed as limiting the ability of or discouraging any individual to file a complaint against any person or the organization if he or she reasonably believes that they are the victim of a crime. Nothing in this section shall be construed as limiting the authority of the State Committee to initiate disciplinary actions under its own authority.

Accounting and Financial Accounts. The Board of Directors shall cause an efficient system of accounts to be installed and maintained and shall designate the depository of all funds of the NCFYR.

Access to Information. All documents and records pertaining to the operation of the NCFYR, including all bank statements, invoices, receipts or other financial documents, shall be available for inspection by any member of the State Executive Committee within a reasonable time.

Article V

Standing Committees

Standing Committees Composition and Rules. The NCFYR Chairman shall appoint the chairman, Vice-Chairman, and all the members of each standing committee with the approval of the State Committee. Committee chairs serve at the pleasure of the Chairman. The NCFYR Chairman may remove any committee chairman, Vice-Chairman or committee member who fails to carry out his or her duties with respect to the committee or for any other reason and appoint a Young Republican to fill such vacancy until the next meeting of the State Committee. Unless otherwise provided in these Bylaws, the NCFYR Chairman shall determine the size and composition of each committee, provided that all regions, when possible, shall be represented on each committee. No committee shall be authorized to bind or act on behalf of the NCFYR. Committees are expected meet at least 4 times per twelve-month revolving calendar year and provide record of minutes from said meetings to the State Federation Chairman and State Federation Secretary. Standing Committee Chairs are voting members of the Executive Committee and are voting delegates at State Conventions.

Committees.

Audit Committee. The Audit Committee shall perform an annual audit of all NCFYR funds for the preceding fiscal year to be presented to the State Committee at the first meeting of the new fiscal year. Members of the committee should have business experience and are not members of the Finance Committee or Treasurer of the Federation. The Chairman of the Committee will be known as the Auditor of the Federation.

Dispute Resolutions Committee. The Dispute Resolutions committee shall handle all matters of dispute between different local chapters, between local chapters and the state, between individual members and other individual members as it relates specifically to NCFYR, between individuals and the State Federation, and in relation to any violations of the Harassment Policy. Disputes between individual members and local chapters should only use the Dispute Resolution Committee in the event that it cannot be handled at the local level to the satisfaction of both parties. The State Executive Committee may also refer any other manner of dispute to the committee for examination at their election. Please see Article IX regarding procedures for this Committee.

Constitution and Rules Committee. The Constitution and Rules Committee shall propose and make recommendations for amendments to the NCFYR Bylaws or Constitution and other standing rules when needed. It shall ensure that the governing documents of each local Chapter comply with the requirements of these Bylaws. The Constitution and Rules shall be the Rules

Committee of the State Convention.

Policy Committee. This committee is chaired by the Policy Director. The membership of this committee is composed of one member for each chartered club submitted by those chapters and approved by that NCFYR Chairman. This committee's responsibility is to determine policy priorities and legislative action items for the NCFYR.

Campaign Committee. The Campaign Committee shall make recommendations as to which areas the NCFYR should target for possible general election campaign involvement. It shall set guidelines for local Chapters to make proposals for targeted efforts and review previous targeted efforts to improve future performance. This committee shall be chaired by the Political Director. The Grassroots Director is an automatic member.

Communications and Public Relations Committee. The Communications and Public Relations Committee shall make recommendations that will help establish effective communications within the State Committee, to the local Chapters, and to the general public and develop a marketing strategy to enhance the visibility of the NCFYR. This committee will also oversee social media.

Education Committee. The Education Committee shall oversee training programs, including the development of a training curriculum, qualification of trainers, and maintenance of training databases. It shall coordinate training within the states and prepare media for disseminating training materials as necessary.

Finance Committee. The Finance Committee shall coordinate fundraising programs for the NCFYR. It shall develop and implement a fundraising and finance plan to support NCFYR programs and build revenue and seek out prospective donors for the NCFYR. The Chairman of the Committee will be known as the Finance Director.

Recruitment Committee. The Outreach Committee shall make recommendations and oversee the NCFYR's relationship with youth political organizations within the borders of the state, which the NCFYR should affiliate and work with. It shall make recommendations to encourage and increase participation of underrepresented constituencies within the NCFYR and the Republican Party.

State Convention Oversight Committee. The State Convention Oversight Committee shall supervise the activities of the individual, individuals, or business entities (hereinafter "hosting entity") contracted with the NCFYR to host the

Convention. The committee shall be comprised of the members of the State Convention Site Selection Committee. The committee is vested with the authority to review all contracts, expenditures, and other activities of the hosting entity and directed to make reports of the same to the State Committee and to the Board.

State Convention Site Selection Committee. The Site Selection Committee shall administer the process outlined in these Bylaws of selecting a location for the State Convention. It shall be comprised of the Chairman and of a member from each of the local Chapters.

Resolutions Committee. Resolutions committee shall compose as needed and make recommendations on all resolutions presented to the NCFYR. Resolutions that direct the NCFYR to take a policy position or make a policy statement must be submitted to the Secretary at least forty-five (45) days prior to the meeting at which the resolution is to be considered. Notice of such policy resolutions shall be sent to the State Committee at least thirty (30) days prior to the meeting at which the resolution is to be considered. Resolutions that function in direct opposition to any position held by the NCGOP, RNC, or their affiliates must be approved by a $\frac{4}{5}$ (four-fifths) vote at a regularly held quarterly Executive Committee meeting, emergency Executive Committee meeting, or convention. All other resolutions brought forward by committee require a simple majority vote of the Executive Committee. (A resolution may be brought from the floor but if it is not reviewed and approved by the Resolutions Committee **prior** to the Executive Committee meeting being held, the vote required for adoption shall be $\frac{2}{3}$ for general resolutions and the above $\frac{4}{5}$ special provision still applies).

Other Committees. The State Committee may by rule or resolution create such committees (ad hoc etc.) as it deems necessary to carry out its duties. The duties and composition of such committees and the manner in which their membership are selected shall be provided for in the Rules of the State Committee. The chairman may establish, with the approval of the executive committee, any special committees that he or she deems necessary. Chairs of these committees shall have a vote of the State Executive Committee, but unlike standing committee chairs, they *do not* obtain automatic delegate status at State Conventions.

Article VI Officers

Election, Tenure, and Resignation. Officers of the NCFYR shall be elected at each duly constituted Convention and shall hold office until their duly qualified successors are elected. An Officer may submit a written resignation to the Secretary and such resignation shall become effective upon its terms unless it is accepted sooner by State Committee or by the Board. Termination of an individual's service as an Officer of the NCFYR simultaneously terminates that individual's service as a Director of the NCFYR.

Eligibility. Elected officers shall be a member in good standing of a local Chapter and shall continue as an active participant in a chartered local Chapter throughout his or her term. The Chairman shall not serve more than two full elected terms in the same office. All other officers shall not serve more than two full elected terms in the same office. As such, someone may fill a position through a special election, but this does *not* count toward their two full elected term limit. Notwithstanding the provisions of this paragraph, an officer who by operation of the bylaws, appointment, or special election completes a term to which his or her predecessor was elected may be elected to and serve two full terms in such office as described above.

Elected Offices

Chairman. The Chairman shall preside at all conventions and at all meetings of the Young Republican State Committee. He or she shall be the Chief Executive Officer of the NCFYR and shall exercise general supervision over the work and activities of the NCFYR. He or she shall perform such other duties as usually pertain to the office of the Chairman or may be authorized by these Bylaws. The Chairman shall be a member of all committees of the State Committee and of the Board of Directors. The Chairman is authorized to appoint positions necessary to further the mission of the NCFYR and those positions shall serve at the pleasure of the Chairman. The Chairman shall appoint Delegates to Young Republican National Federation (YRNF) Convention to be approved by the Board of Directors. The Board may by rule provide for the description of the duties and qualifications of each appointed authorized under this paragraph. The Chairman shall provide the Board with a description of each appointee's role, authority, responsibility, and to whom he or she is accountable.

Requirements of Chairperson:

Chairperson - The NCFYR Chairperson must have the following requirements:

1. Be a member in "Good Standing" with their county level organization (example: Wake County YR Constitutions Article IV Section 4.6. Good Standing An active member shall only be in good standing if: (1) that member has paid their membership dues for the

current calendar year, (2) that member continues to meet all eligibility requirements for their membership type (for example, party registration or residence)

2. Have served an active role in leadership within the organization. Examples of this include, but not limited to, serving as a county chairperson, vice chairperson, secretary, treasurer, or in a position within the state leadership of the organization, including vice chair, executive director, treasurer, et. al.

3. Have been a registered republican in the state of NC for at least one (1) year. Unless having lived in a state prior that does not have partisan registration or that person turned 18 within that year.

4. Is eligible to be a delegate or alternate to the NCFYR annual convention

5. Must have attended four (4) regular YR meetings in previous calendar year, starting from previous YR State election.

6. The NCFYR Chairperson may NOT concurrently serve in another statewide Republican party affiliate in the role of Chair, Vice Chair or Treasurer.

7. The candidate should have no outstanding penalties with the Board of Elections.

National Committeeman. Serves as a male duly-elected representative of the NCFYRs to the Young Republican National Federation. He is responsible for attending all national meetings, ensuring compliance by the state federation with the YRNF, and assisting with fundraising for the state organization as directed by the Finance Committee. Attendance at national meetings is a requirement of this position, failing to attend three (3) consecutive national meetings is considered de facto resignation. If the person serving in this role fails to attend three (3) meetings in a row, and as a result of other absences in the national delegation a fee is assessed by the YRNF, the person is responsible to pay one-third ($\frac{1}{3}$) of any such assessed fee before they may participate in the State Executive Committee or a local Federated Club.

National Committeewoman. Serves as a female duly-elected representative of the NCFYRs to the Young Republican National Federation. She is responsible for attending all national meetings, ensuring compliance by the state federation with the YRNF, and assisting with fundraising for the state organization as directed by the Finance Committee. Attendance at national meetings is a requirement of this position, failing to attend three (3) consecutive national meetings is considered de facto resignation. If the person serving in this role fails to attend three (3) meetings in a row, and as a result of other absences in the national delegation a fee is assessed by the YRNF, the person is responsible to pay one-third ($\frac{1}{3}$) of any such assessed fee before they may participate in the State Executive Committee or a local Federated Club.

Vice-Chairman. The Vice-Chairman shall act as assistant to the Chairman, and shall perform such duties as directed by the Chairman. He or she shall be a member of all

committees of the State Committee and of the Board of Directors.

Second Vice-Chairman. The Vice-Chairman shall act as assistant to the Vice-Chairman, and shall perform such duties as directed by the Chairman and Vice-Chairman. He or she shall be a member of the Board of Directors.

Secretary. The Secretary shall be the recording and correspondence officer of the NCFYR. The Secretary shall perform such additional duties as are assigned to him or her by the Chairman. He or she shall attend all meetings of the Board, the State Committee and all conventions and keep and record the documents and records thereof.

Appointed Offices

Appointment. The NCFYR Chairman shall appoint the below officers with the approval of the State Committee. Committee chairs serve at the pleasure of the Chairman. The NCFYR Chairman may remove any these officers who fail to carry out his or her duties with respect to the committee or for any other reason and appoint a Young Republican (age and membership rule does not apply to General Counsel or Treasurer positions and in circumstances where General Counsel functions as Parliamentarian, that position is exempt as well) to fill such vacancy until the next meeting of the State Committee.

Treasurer- NON-VOTING The Treasurer shall receive, expend, and account for all the funds of the Federation under the supervision and direction of the Board of Directors. He or she shall make a written report to each meeting of the Executive Committee, Board of Directors and Convention of the Federation. If the Treasurer cannot attend a meeting or Convention, he or she shall be responsible for seeing that a representative is present to deliver the Treasurer's report at said meeting/Convention. Failure to meet this obligation for two consecutive Executive Committee meetings or during any regularly called Convention shall be grounds for impeachment. He or she shall be required to complete any requirements set forth by the North Carolina State Board of Elections in order to be deemed a certified treasurer. He or she shall be responsible for timely filing of all local, state, and federal campaign committee reports. This particular office may be held by a professional qualified in campaign finance or accounting that is a Republican of any age (i.e.the do not necessarily have to be a Young Republican).

General Counsel- NON-VOTING The General Counsel is the legal representation of the NCFYR and serves as the legal authority for the body. The General Counsel sits on both the Board of Directors as well as the Executive Committee as a non-voting member and will provide advice to the body regarding all legal matters and liability concerns. The General Counsel can serve as the Parliamentarian in the absence of an

appointee to that position. The General Counsel of the Federation must be an attorney licensed to practice in the State of North Carolina. The General Counsel will serve as de facto chair of the dispute resolutions committee. An Assistant General Counsel may be appointed to assist the General Counsel and serve with full authority in the General Counsel's absence. The assistant General Counsel may only vote on a matter if they hold a position that provides a vote through being a member of the Executive Committee through another title (i.e. club chair etc.) AND may only vote if they are NOT acting as General Counsel during ANY portion of the business session being conducted. This particular office may be held by a professional qualified in and licensed (in NC) in law that is a Republican of any age (i.e. they do not necessarily have to be a Young Republican).

Parliamentarian- NON-VOTING The Parliamentarian is a non-voting (unless they have voting status by virtue of a club chairmanship etc.) member of the Board of Directors and Executive Committee and serves to ensure that Parliamentary procedure and Bylaws are adhered to during transactions of club business. Disputes regarding a parliamentary issue will be decided by the Parliamentarian and their decision is binding. An appeal may be made by any Executive Committee or Board of Directors member immediately following the ruling of the Parliamentarian to the General Counsel, the General Counsel's decision regarding said appeal is final. Any appeal must be made immediately following the matter of dispute, but requires no second, nor vote (i.e. anyone can appeal and have the matter reviewed by General Counsel). If the General Counsel is absent, the appeal will be heard by the presiding Officer of the meeting (generally speaking the Chairman) who, in that event, will make a determination on the matter, this determination will be final. The Chairman will also serve as appeal authority if General Counsel is serving as Parliamentarian.

Executive Director- The Executive Director shall assist the Chairman and shall perform such duties as prescribed by the Chairman.

Regional Directors- The (seven) Regional Directors shall act as a representative and liaison between the Federated Clubs in their respective regions. The Regional Directors shall live in their regions. The regions are defined as:

Greensboro/Triad- Person, Alamance, Caswell, Rockingham, Guilford, Forsyth, Randolph, Davidson, Davie, Stokes, Rowan, Chatham, Iredell (13 Counties)

Raleigh/Triangle- Northampton, Halifax, Edgecombe, Wilson, Nash, Franklin, Warren, Vance, Granville, Wake, Durham, Orange, Johnston, Harnett, Hertford (15 Counties)

Charlotte Area- Mecklenburg, Hoke, Scotland, Richmond, Anson, Montgomery, Moore, Lee, Stanly, Union, Cabarrus, Gaston, Lincoln, Cumberland (14 Counties)

Elizabeth City/Northeast- Camden, Currituck, Pasquotank, Perquimans, Chowan, Dare, Tyrell, Hyde, Beaufort, Gates, Bertie, Washington, Martin, Pitt, Greene (15 Counties)

Wilmington/Southeast- Brunswick, Columbus, New Hanover, Pender, Onslow, Duplin, Sampson, Bladen, Carteret, Jones, Craven, Pamlico, Lenoir, Wayne, Robeson (15 Counties)

Asheville/Southwest- Cherokee, Graham, Clay, Macon, Swain, Jackson, Haywood, Madison, Buncombe, Henderson, Transylvania, Polk, Rutherford, Cleveland (14 Counties)

Boone/Northwest- Yancey, Mitchell, Avery, Watauga, Ashe, Alleghany, Wilkes, Caldwell, Alexander, Burke, Surry, Yadkin, McDowell, Catawba (14 Counties)

Auditor. The Auditor shall be responsible for engaging an independent firm to conduct a review of the financial records of the NCFYR for each fiscal year that ends during the Auditor's term of office in accordance these Bylaws. The Auditor, in consultation with legal counsel, shall be responsible for coordinating the NCFYR's policy and programs concerning insurance, risk management, and liability.

Immediate Past Chairman. The Immediate Past Chairman shall be a board member, and serve to assist in continuity and act in an advisory capacity to the Board to aide in continuity.

Additional Duties. In addition to the duties of the officers as set forth herein, or by law, the Board may from time-to-time prescribe other duties to the officers.

Attendance Mandatory. Each officer must attend all meetings of the State Committee. If an officer fails to attend three consecutive meetings of the State Committee and does not provide the Board with an adequate reason for such absences, the officer or regional director shall forfeit his or her office. A decision by the Board may be appealed to the State Committee. A replacement for an officer shall be selected in accordance with these Bylaws.

Reasonable Contact. All elected officers should be able to be reached within reason by text, phone, email, or other electronic means within a reasonable period of time by members of the Executive Committee including other officers. Any officer who is not able to be reached with reasonable attempt for a period of greater than two weeks, without adequate reason, shall be subject to removal at the discretion of the Chairman or by $\frac{3}{4}$ of the elected Officers provided that such officeholder may be reinstated for good cause upon the vote of sixty six percent of the Executive Committee at the next Executive Committee Meeting. This provision is not to be interpreted to allow

harassment, attempts to communicate at inappropriate times, or excessive communication. Any dispute as to the validity of a claim under this section is at the sole discretion of the General Counsel.

Removal of Officers. A member of the Board of Directors may be removed by a three-fourths (3/4) vote of the State Committee. Such removal shall immediately terminate that individual's service as an officer and as a director of the NCFYR. Such action may be taken after a hearing by the State Committee and following written notice to the officer sent by the Secretary containing the charges against him or her not fewer than (10) ten days prior to the hearing. The notice shall specify the time and location of the hearing. A copy of the notice shall also be sent to all members of the State Committee.

Vacancy in the Office of Chairman. In the event of a vacancy in the office of Chairman, the Vice-Chairman shall succeed the Chairman and complete the term to which the previous Chairman had been elected.

Simultaneous Vacancies in the Offices of Chairman and Vice-Chairman. In the event of simultaneous vacancies in the offices of Chairman and Vice-Chairman, the position of Chairman shall be elected by the State Committee at its next meeting. The next highest-ranking elected office shall serve as interim Chairman until such election. The successor shall serve the remainder of the term to which his or her predecessor was elected. For the purposes of this paragraph (b), the line of succession is as follows: Vice-Chairman, Secretary, Treasurer, and Auditor.

Vacancy in Other Offices. In the event of a vacancy in an elected office of the NCFYR other than Chairman, the Chairman shall appoint a Young Republican to act as that officer and carry out that officer's duties on an interim basis subject to the approval of the Board. The interim appointment shall be effective until the next meeting of the State Committee occurring at least forty-five (45) after the effective date of the resignation, at which time, the State Committee shall conduct an election to fill the vacancy for the remainder of the term.

Occasions of Vacancy. As used in this Section, a vacancy occurs when an officer's resignation becomes effective, or when an officer is removed from office by the State Committee or is permanently unable to discharge the duties of his or her office.

Article VII Conventions

Submissions of Bid for State Convention - Federated Clubs may bid for the privilege of hosting the annual State Convention. The format and manner of the bidding process shall be determined by the Executive Committee, but in all cases, each bid must provide:

- a. Proposed dates of Convention;
- b. Proposed agenda and speakers or special guests;
- c. Proposed budget, location and hotel room block; and
- d. A Convention coordinator, who is responsible for execution of the proposed bid.

Date, Site and Fees - The Executive Committee shall review all submitted bids, and the Second Vice Chairman shall make a report with his or her recommendations. The Executive Committee will establish the date, site and registration fee for the convention and notify the Chairman and Secretary of same no later than ninety days prior to the convention date. The Secretary and Chairman shall then notify all Federated Clubs no later than 60 days prior to convention.

Finances - Within forty-five days following the close of the State Convention, the Host Chairman shall present a complete written report of all income and expenses from the State Convention to the Treasurer, and shall disburse all funds. The Host Chairman shall attend the next Executive Committee meeting after the deadline for submitting the report. If the expenses are greater than the income, the difference shall be paid evenly between the NCFYR treasury and the host organization. If the income is greater than the expenses, the profit shall be split evenly between the NCFYR and the host organization. Funds shall be remitted no later than 120 days from the convention date, or are subject to disciplinary action at the discretion of the Dispute Resolutions Committee.

Notice of Convention. The Chairman shall issue the call of convention and the Secretary shall give notice of the time and place of the Convention to each local Chapter and to the members of the State Committee at least sixty (60) days prior to the date of the Convention.

Date of Convention. Convention shall be held in May, June, July of each year. Conventions must be held no more than fourteen (14) months apart.

Supervision of Convention. The State Committee shall have supervision and

management of the State Convention and shall fix the official program and order of business.

Convention Officers. The elected officers of the NCFYR shall serve as the officers of the State Convention. In the event that the chair is running for re-election, they may not serve as a Convention Chair. In this event, the Convention Chair shall be selected by the State Executive Committee at the quarterly meeting preceding Convention.

Sergeant-At-Arms. At each duly called Convention, or prior thereto, the Chairman shall appoint a Sergeant-At-Arms of the Convention and such assistants as he or she may deem necessary or advisable.

Rules of the State Convention. The State Committee shall adopt rules not inconsistent with the provisions of these Bylaws governing the proceedings of the State Convention not later than its Spring Meeting in odd-numbered years. These rules shall remain effective until permanent rules are adopted by the duly credentialed delegates of the State Convention. All rules governing the conduct of business of the State Convention shall restate or incorporate all provisions of the Constitution or these Bylaws pertaining to the State Convention.

Convention Committees. Prior to each duly called Convention, but not later than its Spring Meeting in odd numbered years, the State Committee shall elect from its membership the members of each standing committee of the State Convention in accordance with these Bylaws and the Temporary Rules of the State Convention.

Allocation of Chapter Delegates. Each local Chapter in good standing shall be entitled to one delegate per five (5) members of the local chapter with minimum allocation of four (4) delegates.

At-large members as delegates. At-large members shall be treated collectively as a single chapter. Those At-Large members wishing to have delegate status at an upcoming convention must submit said request to the NCFYR Chair no later than 45 days prior to the convention they wish to participate in. The state chair will select delegates and alternates from the list of those submitting a request equivalent to the amount that a chapter of same size would obtain if chartered (i.e. automatic 4 delegates [and 1 alternate] for up to 20 At-Large members plus one additional per every 5 additional at-large members). The chairman's recommendations must be approved by the Board of Directors via electronic means or telephone prior to submission to the Credentials Committee. Unlike standard chapters however, the minimum is 4 regardless of whether there are at least 8 At Large members. These delegates shall be submitted to the Credentials Committee no later than 30 days prior to Convention. Those selected as delegates or alternates through this method are considered to have all rights and privileges afforded to other delegates and

alternates respectively.

Delegate Lists. Prior to each NCFYR Convention, each duly chartered local Chapter shall select its delegates in accordance with these Bylaws and the provisions of its governing documents. Alternate delegates may be selected, but an alternate delegate shall not be entitled to vote, except in the absence of the person for whom he or she is designated an alternate for. The chair of a local Chapter or his or her designee shall provide a list, in order of alternate delegate preference, those alternates shall replace absent delegates in order until all vacant delegate spots are full. Local Chapters shall certify to the NCFYR Secretary twenty (20) days prior to the Convention that the selection of said Delegate and Alternates was made in compliance with the local Chapter's governing documents. Please reference the 'Powers and Duties' portion of Article II as it relates to appropriate delegate selection rules by local chapters.

Delegate Voting. Each credentialed delegate, present or represented by a duly qualified Alternate, shall be entitled to vote as follows:

Each person is entitled to a single vote. Those who are delegates by virtue of their officer position or committee chairship shall not be entitled to an additional vote if they are selected as a delegate by their local chapter. In the event that a local chapter selects an otherwise automatic delegate, that spot shall be filled by an alternate using the above provision. Chapters will only have delegate representation in the amount of delegates in attendance up to their maximum representation as outlined in Allocation provision (i.e. if a chapter is entitled to 11 delegates, but only 4 attend, the chapter simply only has 4 votes).

Officers as Delegates - All elected and appointed officers of who shall be duly registered with the Convention shall be a delegate-at-large and shall cast one vote without regard to their club's allotted votes or the number of delegates present, and he shall not also be counted as a delegate of and from his club present on the floor of the Convention.

Manner of Business. Decisions shall be by a majority of those present and voting, unless otherwise required by these Bylaws or by the Rules of the Convention.

Resolutions. Consideration of a resolution by the Convention shall not be in order unless it has been reported out by the Committee on Resolutions, unless such resolution is offered and seconded in writing by a majority of delegates.

Motion Practice. Except those motions cited in Robert's Rules of Order as non-debatable, all motions, communications to the Convention, reports of Committees including those resolutions presented by the Committee of Resolutions may be debated upon the floor of the Convention, unless by a two-thirds (2/3) vote, the Convention decides to dispose of them without debate. No Delegate shall address the Convention

for longer than five (5) minutes at one time, except as provided in the orders of the day or by a majority vote of the Convention.

Convention Program. The official program of the Convention shall provide for the following items of business: Report of Committee on Credentials; Report of the Committee on Resolutions; Report of the Committee on Rules; Report of the Committee on Platform; and Nominations and election of officers.

Nomination and Election of Officers. Nominations for the elective officers in odd-numbered years shall be made from the floor of each duly constituted Convention. Officers shall be elected in the following order: Chairman, Vice-Chairman, and Secretary. Before proceeding to vote for each office, nominations shall be closed for that office; and,

Nominations for the elective officers in even- numbered years shall be made from the floor of each duly constituted Convention. Officers shall be elected in the following order: National Committeeman and National Committeewoman. Before proceeding to vote for each office, nominations shall be closed for that office.

Vote Required. A majority of all votes cast shall be necessary for the election of each officer. In the event that a ballot does not result in a majority for any nominee, for any office, there should be further ballots until one (1) nominee shall receive a majority of all votes cast; provided however, prior to the fourth (4th) ballot, the nominee having the lowest number of votes on the immediately preceding ballot shall be dropped from the next ballot, and similar procedure shall be followed on each succeeding ballot so long as more than two (2) nominees remain. Nominations shall not be reopened during votes except by two-thirds (2/3) vote of the Convention.

Article VIII Fiscal Policies

Fiscal Term. The fiscal term of the NCFYR shall coincide with the calendar year

Budget Re-Appropriations. The Board may re-appropriate funds within the budget so long as no line item is changed by more than twenty (20) percent. A change in excess of twenty (20) percent shall be ratified by a majority vote of the State Committee.

Disbursements. All disbursements shall be made by check or other generally accepted disbursement practice that provides for accountability. The Treasurer shall disburse all NCFYR funds as directed by the Board and in accordance with the budget approved by the State Committee, except that:

The Executive Director may authorize disbursements of less than one thousand, two hundred dollars (\$1,200) for use in the operations of the organization (includes but is not limited to postage, printing, meals for volunteers etc), including aggregate disbursements for the same purpose in any four (4) month period as directed by the Chairman in accordance with the NCFYR budget provided that disbursements authorized under this paragraph (a) may not be payable to the Chairman or Executive Director or as cash and (b) all receipts are provided to the Treasurer, and (c) if those funds are to a campaign or candidate for any purpose other than attendance of an event that they be approved by the Board of Directors, and upon request, the Auditor;

The Chair is permitted up to \$500 USD per quarter of discretionary spending for the execution of his or her office (includes but is not limited to gas, food, etc for attending events in their official capacity) etc. provided that disbursements authorized under this paragraph (a) may not be payable to the Chairman or Executive Director or as cash and all receipts are provided to the Treasurer, and upon request, the Auditor;

The Chair, National Committeewoman, and National Committeeman shall be eligible *upon their election* to have expenses covered for attendance of official YRNF Quarterly Meetings, Conventions, or officially sanctioned YRNF deployments. This will include the costs of coach airfare (or gas for drivable locations within 600 miles of point of origin), hotel accommodations at the host hotel (or a cheaper local alternative if they elect), delegate fees, and one meal per day. The above provision is provided with the following limitations;

Notice must be given in advance to the Treasurer and Chair of intent to utilize this policy prior to the end of YRNF Early Bird registration or 30 days prior to said meeting, whichever is sooner and;

The person receiving this must be, barring illness or Act of God, in attendance of all official YRNF business components of said event and;

This amount cannot exceed \$1,200 USD per person or approval of the Board of Directors shall be required and;

The balance of the Federation account must be no less than \$2,000 USD prior to the expenditure nor shall the expenditure result in a daily balance of less than \$1,000 USD in the Federation account without approval of the Board of Directors and;

All purchases made for this purpose must be approved by the chair with receipts immediately provided to the Treasurer and, upon request, the Auditor and;

If reimbursement is requested instead of payment for the above in advance by the Federation, receipts must be provided to the Treasurer prior to reimbursement, reimbursement receipts must be approved by the Board of Directors prior to individual disbursement (which while they may not circumvent the above allowances, they may deny the reimbursement if there is an issue of documentation etc.), the reimbursement shall be issued within 14 days of approval by the treasurer in the form of a check and;

No aspect of this policy may be used for the purchase of alcohol without express consent of the Board of Directors and;

Use of this policy is voluntary and none of the above are required to receive this disbursement if they so choose to decline it or not request it.

Disbursements OF ANY KIND in excess of one thousand two hundred dollars (\$1,200) may only be made at the Board's direction.

Disbursements OF ANY KIND in excess of ten thousand dollars (\$10,000) may only be made with the approval of the State Executive Committee.

Auditor's Financial Report. The Auditor's Annual Financial Report shall be either a certified audit of the books and records of the NCFYR conducted in accordance with generally accepted auditing standards for all NCFYR accounts or a financial review to assess the controls over cash and the appropriateness of receipts and disbursements. The State Committee and the Board may approve the appointment of any person, business, corporation, firm or entity selected by the Auditor to perform said review and may authorize the Auditor to engage an independent firm to conduct a review of additional previous fiscal years.

Board's Monthly Review. The Board shall review all records of expenditures and receipts for all accounts of the NCFYR in the preceding month, or months as practicable through called business meetings, for their apparent conformity with the budget approved by the State Committee, any provision governing the maintenance of NCFYR funds, and any national, state, or local law.

Article IX

Dispute Resolutions Procedure

Dispute Process. The Dispute Resolutions committee shall handle all matters of dispute between different local chapters, between local chapters and the state, between individual members and other individual members as it relates specifically to NCFYR, between individuals and the State Federation, and in relation to any violations of the Harassment Policy.

Disputes between individual members and local chapters should only use the Dispute Resolution Committee in the event that it cannot be handled at the local level to the satisfaction of both parties. The State Executive Committee may also refer any other manner of dispute to the committee at their discretion.

Any disputes regarding the above, shall be resolved in accordance with the following dispute resolution procedure (For the purposes of this subsection the word 'Committee' when used alone references Dispute Resolutions Committee):

Any party to such a dispute, that is a member of the NCFYR, may initiate proceedings under this Article by filing a written complaint with the NCFYR General Counsel by delivering such complaint via electronic mail no later than ninety (90) days following the incident, election, or other event from which the dispute arises.

No later than thirty (30) days following receipt of any complaint filed in accordance with this article the NCFYR General Counsel shall transmit a copy of the complaint to the parties named in the complaint. The NCFYR General Counsel shall direct the Committee to investigate the dispute and make a final decision. The Committee shall be composed of at least five (5) members.

The Committee members shall be appointed by the NCFYR Chairman. The Committee shall consist of no less than five (5) members with a maximum amount of fifteen (15) members. The NCFYR Chairman and Vice-Chairman shall be members of this committee. Members of the committee should be from separate chapters, to the extent that is practical. All members of the Committee must (a) be a member of the State Committee at the time of their appointment, or (b) a Young Republican who has been a member of a local chapter in good standing for at least one (1) year.

Any member who is named in the dispute, or is connected to a party in the dispute in a manner that would constitute a conflict of interest or effect impartiality, shall recuse themselves from any dispute resolution proceeding that is impacted by such a conflict. Reasons for recusal are including but not limited to familial relation, business interests that involve a named party, separate dispute involving an involved party and a member of the committee, close friendship, cohabitation, etc.

The members of a Committee within thirty (30) days of such notice of a dispute shall select a day for the hearing of the dispute. Any such hearing shall be held within the county in which the dispute arose, or within Wake County if the dispute involves the NCFYR or any Officer thereof, as determined by the NCFYR General Counsel, or at any other location the Committee determines is an appropriate forum given cost considerations and the convenience of witnesses. A majority of the members of the Committee shall constitute a quorum for the purposes of conducting hearings. The Committee is authorized to conduct its business via teleconference whenever practical.

At any hearing, all parties to the dispute shall be permitted to appear before the Committee and present evidence, including oral and written testimony, in accordance with procedures approved by a majority of the members of the Committee.

Audio or video recordings of any such hearing shall be permitted at the request of any party to the dispute and shall be made a part of the hearing record. These records may be kept confidential as needed in per the below Privacy Considerations Clause. Provided that the party impacted by said action shall be provided adequate information in order for them to provide a defense. The NCFYR General Counsel shall designate a member of the Committee to take minutes of the hearing and to preserve all evidence presented, which shall be included in the hearing record. The entire hearing record shall be made available to any Member of the Committee no later than thirty (30) days following a request

The Committee shall issue a final decision, in writing, and shall send such a decision to all parties to the dispute and to the NCFYR General Counsel, no later than sixty (60) days following the conclusion of the hearing. A dissenting opinion, in whole or in part, may be issued by a minority of the members of the Committee. A final decision of a Committee appointed in accordance with this Article shall be binding on all parties until an appeal is heard.

Any party to a dispute disagreeing with a final decision by the Committee may appeal such final decision, in whole or in part, by filing a written appeal with the NCFYR Chairman by email or certified mail. Any such appeal must be emailed or mailed to the NCFYR Chairman no later than thirty (30) days following the date on which the final written decision was issued. An appeal of a final decision by the committee shall be decided by majority vote of the State Committee at the next duly called meeting thereof.

Appeal to YRNF. The decision of the NCFYR State Committee may be appealed by any party to the YRNF by filing a complaint to the YRNF, in accordance with their bylaws. The YRNF has sole discretion on how any complaint filed with the YRNF is handled (up to and including dismissal). Any ruling from the YRNF is binding and no further appeal is permitted.

Privacy Considerations. In the event the dispute involves the harassment policy or is potentially subject to outside litigation not related to the NCFYR and the committee deems it appropriate the Committee shall, at their discretion hear evidence in a private setting with an individual party involved in a dispute. The committee may, at their election, provide non-disclosure agreements as it pertains to such a hearing. The Committee, in the event of such a special case, will then determine, in a separate meeting with no parties related to the dispute present, decide whether the matter is to be pursued further and the above Dispute Resolutions policy goes forward.

Expulsion of Members- The Executive Committee may, by a three-quarters (3/4) vote, expel an Individual Member for good cause. The process stated herein is to be observed in accordance with the other components of the Dispute Resolution procedure within these Bylaws, and this provision may only be exercised once any applicable process through the Dispute Resolutions Committee has been resolved. The Chairman or any two Elected Officers may propose the expulsion of any Member by delivering to the Chairman written Calls for Expulsion. The Chairman shall place the expulsion proceedings on the agenda of the first Executive Committee meeting to occur more than twelve days after receipt of sufficient Calls for Expulsion and shall notify the Secretary. The Secretary shall send written notice of expulsion to the Member under consideration. Said notice shall be sent by certified mail and by any other means likely to reach the member and be transmitted at least ten days in advance of the meeting. Said notice shall include the grounds for expulsion as well as the time and place of the meeting at which expulsion is to be considered. The Member shall also have the opportunity to be heard at the meeting at which expulsion is to be considered. A Member who has been expelled is not eligible for any kind of membership, but a Member may be reinstated by a two-thirds vote of the Executive Committee or of the delegates at the NCFYR State Convention.

Jurisdiction. All members of the NCFYR, agree to be bound by these provisions and consent to service via electronic mail. Any officer of the NCFYR or its local chapters, whether elected or appointed, who refuse to participate in such proceedings, or to accept the result of any final decision arising in accordance with these provisions, shall automatically forfeit any office or claim to such office in the NCFYR and/or any Local Chapter of the NCFYR.

Presumptions. Until a pending dispute is finally resolved in accordance with the procedures established by this Article, any Convention Credentials Committee appointed in accordance with these Bylaws, shall give due deference to the presumption in favor of any local Chapter and the officers thereof as duly recognized at the preceding NCFYR Convention convened in accordance with the provisions of these Bylaws, but may take into consideration the outcome of any relevant dispute which has been finally resolved in accordance with the procedures established by this Article subsequent to the preceding NCFYR Convention. This policy is effective immediately upon adoption, and is retroactive.

Article X
Sexual Harassment Policy

NORTH CAROLINA FEDERATION OF YOUNG REPUBLICANS SEXUAL HARASSMENT POLICY

I. Purpose. The purpose of this policy is to provide a safe and welcoming environment for all North Carolina Young Republicans. The North Carolina Federation of Young Republicans and our County Clubs will treat all allegations of harassment seriously and investigate all allegations of sexual harassment promptly. This policy applies to all members of the Federation of North Carolina Young Republicans and those attending official YR sanctioned events.

II. Definition. Sexual harassment can include or unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature. Harassment does not have to be of a sexual nature, however, and can include offensive remarks about a person's sex or sexuality. Both victim and the harasser defendant can be either a woman or a man, and the victim and defendant can be the same sex. This does not prohibit simple teasing, offhand comments. Conduct is harassment when it is so frequent, persistent, or severe that it creates a hostile or offensive environment. The defendant can be of any level in relation to the victim. Young Republicans holding positions of actual, apparent, or implied, authority are reminded to be mindful of existing or perceived power disparities in their conduct.

III. Sexual Harassment is prohibited. All sexual harassment is prohibited within the Federation of North Carolina Young Republicans.

IV. Complaints.

A. Defendant complaints regarding sexual harassment should be made to the General Counsel of the organization. Any and all complaints will be considered confidential and privileged information but this shall not prevent reasonable disclosure to General Counsel, the Executive Board, the Dispute Resolution Committee, the complainant and defendant, or relevant third-party witnesses for the limited purposes of investigation or enforcement. Any person receiving a complaint about sexual harassment shall refer the complainant to the General Counsel of the Organization or the Executive Director.

B. Upon receipt of the complaint, the recipient shall record the date and time of the complaint, prepare notes or factual summary of the reported information, ascertain the views of the complainant on the events, and keep a confidential record of all communications. The complainant shall also be informed that the Federation of North Carolina Young Republicans will cooperate with any law enforcement investigation regarding the complaint if it possibly constitutes criminality.

C. If the complaint includes claims of criminal conduct, such a rape, date rape, sexual assault, or similar criminal offenses, the complainant shall be instructed to contact law enforcement immediately.

D. Reports of sexual harassment and misconduct will be promptly reported to the appropriate YRNF members on a rolling basis. Confidentiality and professionalism will be maintained by all YRNF members throughout this process.

V. Investigation.

A. All complaints will be treated with fairness and may be resolved via formal and informal investigations.

a. Informal investigations shall be conducted in the following manner:

- i. The General Counsel shall take statements from the complainant and the alleged defendant.; Confidentiality shall be maintained in recording, if appropriate; such as identifying parties as 'Party A' or 'Complainant.'
- ii. The Dispute Resolution Committee shall, if appropriate and able, facilitate discussion between the alleged defendant and the complainant to achieve an informal resolution to the matter.
- iii. The General Counsel will interview any relevant third-party witnesses separately.
- iv. Such further investigation, review, and preservation of evidence as appropriate and able.
- v. Decide whether any credible incidents of sexual harassment took place.
- vi. The recipient may follow up and ensure that the complained of behavior has ceased.

Formal investigations shall be conducted in the following manner:

- i. Interview the complainant and the alleged harasser separately.
- ii. Interview any relevant third-party witnesses separately.
- iii. Such further investigation, review, and preservation of evidence as appropriate and able.
- iv. Decide whether any credible incidents of sexual harassment took place.
- v. If such incident is found to have been credible, produce a report detailing the investigation, any findings, and any recommendations.
- vi. Submit that report to the Club Chair or North Carolina Chairman as appropriate for review.

B. Upon completion of a formal investigation, the NCFYR Chairman shall call a meeting of the or the North Carolina Federation of Young Republican Executive Committee, wherein the report shall be submitted to the Executive Committee for review and hearing. Both the defendant and complainant shall have an opportunity to address the board regarding any findings in the report and shall receive at least seven (7) days' notice of such a hearing. The complainant and the defendant are entitled to provide their own advocate and provide to the board any evidence or sworn statements they think relevant. The Board may meet telephonically for such a hearing. If in interest of fair process, the hearing may be delayed as deemed appropriate by Chair.

C. **Penalties** for sexual harassment may include formal censure, prohibition from attendance at group events or activities for a set or indeterminate time period, removal from office, or

expulsion from the Federation of North Carolina Young Republicans as determined by the NCFYR Executive Board.

Article XI Amendment

Amendment. These Bylaws may be amended by a three-quarters (3/4) vote of the State Committee or by a majority vote of the body at a State Convention and shall become effective immediately unless the amendment otherwise specifies. Amendments that are proposed in accordance with this article may be amended on the floor of the venue of their consideration, amendments to proposed amendments are subject to same approval threshold as the originally proposed amendment. New amendments may not be proposed from the floor of any convention or quarterly meeting and must be proposed in accordance with the above procedure.

Submission of Amendment. Any member of the State Committee, as well as the Bylaws and Rules Committee and the Board of Directors collectively, may propose amendments and shall send such amendments to the Secretary at least forty-five (45) days prior to the venue in which the amendment is to be considered.

Notice of amendments shall be sent to the State Committee at least thirty (30) days prior to the meeting to be considered.

Local Chapter Charter Amendments. Local Chapters may at their election alter the rules of their Charter or Constitution with whatever procedures they deem appropriate provided;

Membership of the local Chapter is notified of a proposed change no less than 30 days prior to voting for its adoption along with the location and time of the meeting and;

Adoption of the Amendment is approved by the membership body at a regular meeting (i.e. an Amendment cannot be adopted simply by a board unless their presence at a meeting that is publicly announced constitutes a quorum for their local chapter and other members are not present despite invitation) and;

The Amendment is not in contradiction to the State Federation Constitution or Bylaws and;

The text of the proposed Amendment must also be provided to the Chair and Secretary of the NCFYR a minimum of 7 days *prior to the vote* for its adoption and;

A copy of any adopted Charter or Constitutional changes must be supplied to the Chair and Secretary of NCFYR *within 7 days after adoption*.