

**BY-LAWS AND RULES OF THE REPUBLICAN TOWN COMMITTEE
OF NORWALK, CONNECTICUT**

ARTICLE I
Name

Section 1. Name. The name of this organization shall be the Norwalk Republican Town Committee (hereinafter sometimes referred to as the RTC).

ARTICLE II
Statement of Principles; Purposes and Objects
Common Sense for the Common Good

Section 1. Statement of Principles

We believe in American exceptionalism.

We believe American exceptionalism results from the protections provided by our Constitution's Bill of Rights.

We believe the United States of America is unlike any other nation on earth.

We believe America is exceptional because of our historic role — first as refuge, then as defender, and now as exemplar of liberty for the world to see.

We affirm — as did the Declaration of Independence: that all are created equal, endowed by their Creator with inalienable rights of life, liberty, and the pursuit of happiness.

We believe in the United States Constitution as our founding document.

We believe the Constitution was written not as a flexible document, but as our enduring covenant.

We believe the genius of our constitutional system - limited government with enumerated powers, separate and equal branches of government, federalism, and the rights of the people - must be preserved uncompromised for future generations.

We believe our Founders should be revered for their vision, their courage, and their accomplishments, and not denigrated or erased due to their human imperfections.

We believe political freedom and economic freedom are indivisible.

We believe free market capitalism has produced more wealth, created more jobs, fed more children, and lifted more people out of poverty than any of the myriad government programs, subsidies, or redistribution efforts.

When political freedom and economic freedom are separated — both are in peril; when united, they are invincible.

We strongly support freedom of speech and oppose efforts to censor dissent.

As Connecticut and Norwalk citizens, we believe the principles set forth above are as applicable to state and local government as to the national government – and that smaller government, lower taxation and regulation, and supporting a robust private sector are critical to the success of both. We also believe that state and local government must always support just law enforcement, because without it chaos results, with the loss of our fundamental rights to life, liberty and the pursuit of happiness.

This statement of principles is optimistic because the American people – and the people of Norwalk - are optimistic.

Section 2. Purposes and Objects. The purposes and objects of this organization shall be:

- (1) To promote the principles of good government.
- (2) To encourage Republicans to seek public office and to nominate able candidates for public office.
- (3) To achieve the success of the Republican Party at the polls by directing and participating in the election campaign efforts of Republican candidates.
- (4) To promote and encourage all phases of community improvement.
- (5) To recommend qualified Republicans for appointive offices.
- (6) To initiate and sponsor desirable legislation and to study and support or oppose proposed legislation.
- (7) To inform the public about Town, County, State and National affairs affecting it.
- (8) To promote the welfare and growth of individuals committed to the ideals of the Republican Party.
- (9) To recognize that people spend their own money more efficiently than does government and thus, to promote limited and financially prudent government in adherence to the Constitution of the United States, The Constitution of the State of Connecticut, and the Charter of the City of Norwalk.

ARTICLE III **Membership**

Section 1. Number of Members. The Town Committee shall consist of one District Committee from each Common Council District defined in the Norwalk City Charter, each such Committee having no more than twenty members.

Section 2. Qualifications. Each member of the Town Committee shall be an enrolled Republican elector at the time of his/her election, and shall reside within the Common Council District from which he/she is elected at the time of his/her election and during his/her term of office.

Section 3. Election and Term. Members of the Town Committee shall be elected pursuant to Article II Section 2 and Section 3 of the Republican State Central Committee Rules, for a term of two years.

Section 4. Vacancies. All vacancies in the Town Committee membership may be filled by the remaining members of the District Committee in which the vacancy has occurred, pursuant to Article II Section 7 of the Republican State Central Committee Rules.

Section 5. Responsibility of Members. Members of the Town Committee are expected to attend not less than 60% of the regular and specially called meetings of the Town Committee, to support and vote for Republican candidates, to contribute annually to the Town Committee in such amount as the Town Committee shall request, and to attend and support fund raising events of local, state, and national Republican candidates representing Norwalk. Each elected member of the Town Committee, upon election, shall be provided a copy of these Bylaws by the Town Committee. Each elected member of the Town Committee, within 60 days of election, shall be provided with an electronic copy of these Bylaws and shall provide written acknowledgement to their District Chair that they have received and read these Bylaws and acknowledge their responsibilities hereunder.

Section 6. District Committees. Each District Committee shall elect a Chair and Vice-Chair (each of whom shall perform for such Committees the same general duties as the corresponding RTC officers perform), and may remove the same by majority vote of the entire membership of the Committee. There shall be at least four regular meetings of each District Committee in each calendar year. Meetings shall be called by the District Chair, but in the event that the District Chair fails to do so, may be called by the District Vice-Chair or by a majority of the incumbent members of such District Committee.

Section 7. Auxiliary Members. Each District Committee may appoint registered Republicans of Norwalk to serve as Auxiliary Town Committee members. Auxiliary members shall have no vote, but may attend all Town Committee and District Committee meetings and may participate, at the discretion of the relevant Chair, in all discussions at said meetings. The Auxiliary shall create opportunities for Republicans to be involved, learn about Town Committee activities, and to participate in Republican campaigns.

ARTICLE IV
Termination of Membership

Section 1. Resignation. Any member, by giving written notice of such intention to the Chair of the District Committee of which he or she is a member, may withdraw from membership in the Town Committee. Such notice shall be presented by the District Chair to the District Committee at its next succeeding meeting. Resignations shall be effective upon fulfillment of all obligations to the date of withdrawal, but no resignation shall become effective within fourteen days of any meeting of the Town Committee at which candidates for public office shall be endorsed. Any such withdrawal shall be promptly transmitted to the Town Chair by the said District Committee Chair.

Section 2. Removal of Residence. The membership of any member shall be automatically terminated upon the removal of his/her residence from the District from which he was elected.

Section 3. Change in Enrollment. Any change in the enrollment of a member of the Town Committee as a registered Republican shall automatically terminate the membership of such Town Committee member.

ARTICLE V
Elected Officers

Section 1. Elected Officers. Officers of the Town Committee shall consist of a Chair, Vice-Chair, a Recording Secretary, a Corresponding Secretary, and a Treasurer, who shall qualify and be elected as provided in Article II Section 4 of the Republican State Central Committee Rules.

Section 2. Term.

A. The term of each officer who is a member of the Town Committee shall coincide to and be the same as his term as such Town Committee member pursuant to the provisions of Article III Section 3 herein.

B. The term of each officer who is not a Town Committee member shall be the same as if he were a member of the Town Committee.

Section 3. Duties.

A. Town Chair. The Chair shall preside at all meetings of the Town Committee. He shall appoint up to two members to each of the standing committees, and appoint the members of the special committees, as enumerated in Article VII herein, and shall be a member, ex officio, of each of said committees. He shall, in addition, preside at all meetings of the Executive Committee. In all matters pertaining to carrying out the purposes and objects as set forth in Article II herein, the Chair shall be responsible for all necessary and proper measures to achieve these purposes and reach these objectives.

B. Vice-Chair. The Vice-Chair shall assist the Chair in all of his duties when directed to do so by the Chair, and in the absence or incapacity of the Chair, shall act as the Chair with the full authority granted to the Chair in the preceding section.

C. Recording Secretary. The Recording Secretary shall cause the minutes of the meetings of the Town Committee and the Executive Committee to be recorded, kept, and available to members of the Town Committee. It shall be the duty of the Recording Secretary to take the roll at each meeting of the Town Committee and of the Executive Committee and to cause such record of attendance to be affixed to the minutes of each such meeting. The Recording Secretary shall transmit a written copy of the minutes of each Town Committee and each Executive Committee meeting to the Members of the Executive Committee within a reasonable time after such meeting and shall make such minutes available to any member of the Town committee who requests them. In addition, he/she shall perform all the duties usually pertaining to such office, excepting those duties as are delegated herein to the Corresponding Secretary.

D. Corresponding Secretary. The Corresponding Secretary shall conduct the correspondence of the Town Committee, shall send notices by mail and/or e-mail of all regular or special meetings of the Town Committee at least one week prior to said meeting to each member and to all local media, such notices to include the agenda for the meeting. Notice may be sent via e-mail to any member of the Town Committee who provides an e-mail address to the Town Committee. The Corresponding Secretary shall send draft and approved minutes of Town Committee meetings to the members of the Town Committee in advance of the Town Committees next meeting. In addition, the Corresponding Secretary shall file a notice after organization of the Town Committee Rules, and shall perform all other duties usually pertaining to such office except for the duties delegated to the Recording Secretary in the preceding section.

D. Treasurer. It shall be the duty of the Treasurer to keep full and accurate accounts of the receipts and disbursements of the Town Committee. He shall receive and hold all monies obtained from any source for the use of the Town Committee in the conduct of the affairs of the Republican Party in Norwalk. He shall deposit all monies in the name and to the credit of the Norwalk Republican Town Committee in such bank as may be designated by the Executive Committee. The Treasurer shall follow the rules designated by the State for Party Committees as set forth in Chapters 155-157 of the Connecticut General statutes as amended.

ARTICLE VI **Meetings of the Members**

Section 1. Regular Meetings. The Town Committee shall endeavor to meet monthly but there shall be at least six regular meetings of the Town Committee in each calendar year. Notice of all such meetings shall be sent to the State Central Committee member of the District pursuant to Article II Section 9 of the Republican State Central Committee Rules. Notice to the members of the Town Committee shall be given pursuant to the provisions of Article V Section 2D of these rules, and shall include an agenda to be prepared by the Chair. The regular meetings of the Town Committee will be held on such schedule as the Town Committee shall approve.

Section 2. Special Meetings. Special meetings may be called by the Chair or shall be called by the Chair or Vice Chair upon the written request of ten (10) members of the Town Committee, or upon the written request by three (3) District Chairs. Notice of all such meetings shall

be sent pursuant to Article II Section 9 of the Republican State Central Committee Rules. Notice to the members of the Town Committee shall be given pursuant to the provisions of Article V Section 2.D of these rules.

Section 3. Quorum. The number of members equal to a majority of the total number of memberships of the Town Committee shall constitute a quorum at any meeting called for the purpose of any endorsement; thirty-three percent (33%) of the actual Town Committee membership shall constitute a quorum for the transaction of business at any other regular or special meeting.

ARTICLE VII **RTC Committees**

Section 1. Standing Committees. The Standing Committees of the Republican Town Committee shall be as follows: Executive Committee, Finance Committee, Voter Registration Committee, Recruiting Committee, Communications Committee, Outreach Committee, and Campaigns Committee.

Section 2. Special Committees. The Town Chair, Executive Committee or Town Committee may appoint Special Committees as they may deem necessary or desirable.

Section 3. Appointment. Each District Chair shall appoint one member of his/her District to each Standing Committee except the Executive Committee. The Town Chair shall appoint, with the advice and consent of the Executive Committee, but may remove at his discretion, the Chair of each such Standing or Special Committee, and may appoint up to two additional members of each such Standing Committee.

Section 4. Duties of Standing Committees.

A. Executive Committee. The Executive Committee shall be the policymaking and advisory body of the Town Committee and work with and for the Town Chair in carrying out the purposes and objects of this organization. It shall be the duty of the Executive Committee to approve all spending and fundraising activities and position statements of the Town Committee and to cause the Treasurer to prepare and present to the Town Committee for its consideration and approval a biennial budget that will support the below-referenced strategic plan at its April meeting in even-numbered years. All Spending shall be approved by a majority vote of members of an Executive Committee Meeting at which a quorum is present. The Committee shall develop a biennial strategic plan to present for approval at the April Town Committee meeting in even-numbered years.

B. Finance Committee. The Finance Committee shall recommend to the Executive Committee means for raising funds for the Town Committee and shall carry out and effectuate such means with the advice and approval of the Executive Committee. It shall also be responsible for collecting RTC dues from each member, shall create and manage a capability for online dues and contributions, shall keep accounting records according to professional practices, and shall assist the Treasurer in preparing the above-referenced recommended budgets for consideration by the Executive Committee.

C. Voter Registration Committee. The Voter Registration Committee shall prepare plans for broad based voter registration efforts by the Norwalk Republicans and for contacting all newly registered Republicans within 30 days of their enrollment. The plans of the Voter Registration Committee shall be approved by the Executive Committee.

D. Outreach Committee. Shall build membership for the Town Committee and the Auxiliary via broad outreach efforts, and shall work with the Executive Committee to actively recruit qualified Republicans to run for public office in upcoming elections, and to serve on governmental boards and commissions.

E. Communications Committee. Shall develop a marketing / communications plan for the Town Committee; effectuate the communication plan; publish a quarterly newsletter to inform Norwalkers on important issues and the RTC's positions thereon; maintain the RTC web site and social media sites; and formulate position statements (with approval from Executive Committee). In support of these objectives, the Committee shall monitor and research matters that are under consideration by state and local legislative bodies and commissions in order to develop the above-referenced newsletter and position statements.

F. Campaigns Committee. Coordinate support for all campaigns of candidates to elected positions (e.g., development of ground game, fundraising, sign placement database, absentee ballot efforts, etc.).

ARTICLE VIII **Executive Committee**

Section 1. Membership. The Executive Committee shall consist of the Town Chair, Vice-Chair, Recording Secretary, Corresponding Secretary, Treasurer; and the Chair and Vice Chair of each of the District Committees. The Chair may invite any individual or individuals to attend Executive Committee meetings as observers or to present information to the Committee. The term of any member of the Executive Committee whose term is not set by virtue of the fact that he is a member of the Town Committee shall be two years or until his successor shall have been chosen, but not more than twenty-six (26) months. This rule with respect to the term of an officer who is not a member of the Town Committee shall be the same as that of an officer who is such a member, such term being set forth in Article III, Section 3 herein.

Section 2. Meetings. Meetings of the Executive Committee may be called and held at the pleasure of the Town Chair, except that the Town Chair shall call a meeting of the Executive Committee at the written request of no less than three Members of the Executive Committee.

Section 3. Quorum. Eight (8) members of the Executive Committee shall constitute a quorum of the Executive Committee.

ARTICLE IX
Endorsement and Procedures

Section 1. State Representative Endorsements. Endorsements for State Representative from each general assembly district wholly within Norwalk shall be made by a majority vote of the members of the Town Committee residing respectively in each said general assembly district.

Section 2. Common Council Endorsements. Endorsements for Common Council candidates shall be made by a majority vote of those members of the Town Committee who could vote at a general municipal election for such Common Council candidates, respectively.

Section 3. Other Party-Endorsed Candidates. Endorsements for other party-endorsed candidates shall be by a majority vote of the members of the Town Committee, who could vote at a general election for such candidate, present at the Town Committee meeting having said endorsements on the call of the meeting.

Section 4. Rules. All endorsements and procedures not covered in these rules shall be made and followed in accordance with the provisions of the Republican State Central Committee Rules and further in accordance with any applicable provisions of the Connecticut General Statutes.

ARTICLE X
Amendments

Section 1. Procedure. These By-Laws and Rules may be amended or altered by an affirmative vote of a majority of the members present at a special meeting of the Town Committee called for the purpose of amending or altering said By-laws and Rules. A copy of any such proposed amendment or alteration of the By-Laws shall be mailed or e-mailed to each officer and member of the Town Committee with such notice and shall be posted on the Town Committees website.

ARTICLE XI
Effective Date

Section 1. Definition. These By-Laws and Rules of the Town Committee of Norwalk, Connecticut, as amended herein, shall be effective on May 1, 2021.

ARTICLE XII
Parliamentary Procedure

Section 1. Authority. Roberts Rules of Order, Newly Revised, 11th Edition, shall be the standard parliamentary authority for the Republican Town Committee and its District Committees and other committees, including the conduct of all meetings thereof.

ARTICLE XIII
Interpretation

Section 1. Reference. All references to the Republican State Central Committee Rules herein refer to the current “Convention and Committee Rules of the Republican Party of the State of Connecticut” adopted at the most recent State Party Convention.

Adopted by the Norwalk Republican Town Committee,
April 19, 2021