

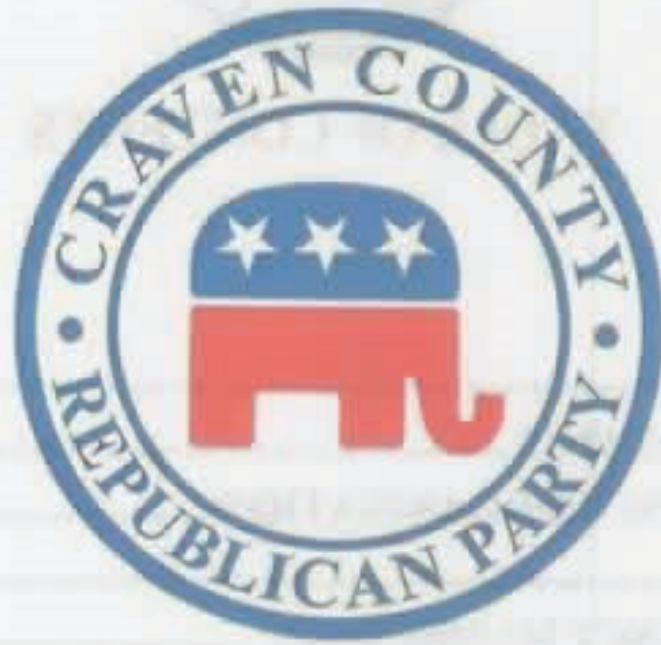


Craven County Republican Party Plan of Organization

ADOPTED

at the Craven County Republican Party Convention

March 21, 2026



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**CRAVEN COUNTY REPUBLICAN PARTY
PLAN OF ORGANIZATION**

PREAMBLE

We, the Members of the Craven County Republican Party of North Carolina, dedicated to the sound principles fostered by that party, conscious of our civic responsibilities and rights, firm in our determination to give our strength to preserving the American principle that government of the people, by the people, and for the people do, herewith establish this instrument, The Plan of Organization of the Craven County Republican Party.

ARTICLE I MEMBERSHIP

All citizens registered as Republicans of Craven County are members of the Craven County Republican Party and shall have the right to participate in the affairs of the Party in accordance with these rules. All references herein to delegates, alternates, officers and members shall, in all cases, mean persons registered with the Republican Party precinct of their residence.

ARTICLE II PRECINCT ORGANIZATION

Objectives

Shall be:

- to promote an informed public through political education and activity
- to increase the effectiveness of citizens in the cause of good government through active political participation
- to encourage loyalty to the Republican Party and to promote its principles and candidates in all elections, including non-partisan elections
- to cooperate with the State Republican Party
- to promote the principles of freedom, equality, and justice upon which the government of this country is founded

ARTICLE III PRECINCT MEMBERSHIP

Membership shall consist of all citizens registered as Republicans within their precincts of residence in Craven County and shall have the right to participate in the affairs of the Party including voting on motions.

ARTICLE IV MEETINGS

Section 1. Annual Meetings

A. Every year, the Craven County Chair shall call for Annual Precinct Meetings during the month of February after giving at least ten (10) days' Written Notice* to each Precinct Chair and by Public Notice*. All Public Notices* must appear or be broadcast at least 10 days prior to a Convention or Special Meeting. Precinct Chairs must be informed/provided with a listing as to the number of registered Republicans entitled to cast votes at the County Convention, and in accordance with Article VII.A.1 of the NC GOP Plan of Organization. Failure of the County Chair to act in compliance with the provision above shall be cause for any Member of the Executive Committee to call said Precinct Meetings. Every Republican registered as of January 31st, preceding the Meetings shall be entitled to cast one (1) vote, except that the January 31st requirement shall not apply to residents who have moved into the Precinct or turned 18 within 30 days of the Annual Meeting.

*** Refer to page 24 for definitions of Notice, Written and Public Notice.**

B. Except as provided for under subsection C, no person shall be seated as a Delegate at any County, District or State Convention unless such person shall have either attended their Annual Precinct Meeting, and been duly elected a Delegate or Alternate by the appropriate Precinct Meeting or County Convention; except, registered Republicans, present at a County Convention from an unorganized Precinct, which has not had its credentials accepted, shall have the right to vote, one (1) vote per Precinct.

C. Exceptions:

1. The County Chair shall call for an Unorganized Meeting in February, after giving ten (10) days Written Notice* and Public Notice* to elect Delegates and/or Alternates to the County Convention for (only) those living in unorganized precincts.
2. If a person is unable to attend their scheduled Annual Precinct Meeting and wish to attend the County, District, or State Convention, they shall submit a County approved WAIVER+ to their County Chair explaining the extenuating circumstances as to why they cannot attend that precinct meeting, and request approval to attend the requested Convention(s). The request shall be completely filled out and must be signed and dated.

+ Refer to page 23 concerning mandated information on WAIVER forms.

D. All WAIVER+ requests must be received by the County Chair not less than three (3) business days prior to their scheduled Annual Precinct Meeting. It will be reviewed by the County and Credentials Chairs, who will vet all requests and based on the circumstances, the County Chair will decide whether to approve the request.

E. The NC BOE record must reflect that the person requesting to be seated is an Active Republican in the precinct where they wish to be seated. If they are eligible, and upon either that person's attendance to the Unorganized meeting or acceptance of their completed WAIVER+ by the County Chair, the Credentials Committee Chair shall submit their name to the Convention body to be voted on up or down.

- F. Any person requesting to be seated shall follow the above procedures if they cannot attend their scheduled Annual Precinct Meeting and/or live in an Unorganized Precinct. There will be no exceptions.
- G. Following the Annual Precinct Meeting the Chair and Secretary of each Precinct or someone acting in their roles shall certify the election of delegates and alternates to the County Convention on forms stipulated by the State Central Committee and furnished to the County Chair. Complete credentials shall be in the hands of the County Secretary by the deadline as set by the County Chair.

Section 2. (Odd Years) / Elections of Officers

- A. Biennial Precinct meetings shall elect Precinct Committee Officers consisting of a Chair, a Vice-Chair, and a Secretary to conduct the business of the Precinct. All registered Republicans within said Precinct in attendance have a vote at the meeting.
- B. Precinct Officers shall serve for a term of two years or until their successors are elected and begin serving upon the adjournment of the meeting at which they were elected.
- C. Precinct meetings shall elect one delegate and one alternate to the County Convention. In addition, they shall elect one additional delegate and one additional alternate to the County Convention for every one hundred (100) registered Republican voters, or major fraction thereof, in the precinct as of January 31st, of that year.
- D. The Chair and Secretary of each Precinct shall certify election of officers, committee members, delegates, and alternates to the county convention on forms stipulated by the State Central Committee and furnished by the County Chair. Computer generated duplicate forms are acceptable. Complete credentials shall be in the hands of the County Secretary within ten (10) days after the Precinct meeting.
 - 1. In the event a Precinct fails to properly organize, or the Precinct Chair fails to act, after sixty (60) days the County Chair shall appoint a Temporary Precinct Chair who shall serve for a period of sixty (60) days, during which time a Precinct meeting shall be called, and a new Precinct Chair shall be elected.
 - 2. The Precinct Chair shall call a Precinct meeting within the first sixty (60) days of getting organized, or within sixty (60) days after the County Convention.
 - 3. Meeting jointly with an established Precinct is encouraged.
- E. Exceptions: See Article IV, Section 1.C.

Section 3. Presidential Election Year Meetings

Refer to Article IV, Section 1. Precinct Meetings; Annual Meetings

Section 4. Regular Meetings

Other Meetings of the Precinct General Membership may be held at such time as shall be designated by the Precinct Committee Chair after giving a 5-day Public and/or Written Notice*, or upon a call of 1/3 of the Members of the Precinct Committee, or 10 Members of the general Precinct Membership.

Section 5. Annual Meeting Cancellation Due to Circumstances out of Party's Control

When circumstances beyond the control of the Precinct Chair prevents access to or use of the Annual Precinct facilities(s) (including but not limited to inclement weather conditions), it shall be the responsibility of the County Chair, Vice Chair, Secretary and Treasurer to make a decision on the cancellation and rescheduling of the said Annual Meeting in the most timely manner possible. All efforts should be made by the County Chair to notify local news outlets of the cancellation and rescheduling information.

Notice of cancellation and rescheduling shall be given to Republican State Headquarters within twenty-four (24) hours or the next business day.

ARTICLE V PRECINCT ORGANIZATION

Section 1. Duties of the Committee

The Precinct Organization Committee will:

- cooperate with the County Executive Committee in all elections and Party activities
- provide the County Chair with a list of registered Party members within the Precinct suitable for appointment as election judges, and poll observers
- promote the objectives of the Party within the Precinct
- Get Out The Vote (GOTV) in ALL elections.

Section 2. Duties of Officers

- A. The Chair of the Precinct Committee, with the advice and consent of the Committee, shall:
- have general supervision of the affairs of the Party within his precinct
 - preside at all meetings of the Precinct
 - participate as an Ex-Officio member of precinct sub-committees
 - perform such other duties as may be presented by the Precinct Committee or the County Executive Committee
- B. The Chair and Secretary or someone acting in their roles of each Precinct shall certify the election of Officers after their Annual Precinct Meeting, Committee Members, and Delegates and Alternates to the County Convention, on forms created by the State Credentials Committee, and approved by the State Central Committee and furnished by the County Chair if available. Complete credentials shall be in the hands of the County Secretary by the deadline set by the County Chair, which shall be at least 2 days prior to the Credentials Committee Meeting. However, when the Precinct Meetings and the County Conventions are held on the same day, the complete credentials shall be in hands of the County Secretary at

the time set by the County Chair on that day. No Delegate or Alternate shall be added to the Credentials List following the adjournment of the Precinct Meeting. This delegate list shall be made immediately available to any Republican candidate, at that candidate's reasonable expense, after the County Chair receives a Confidentiality and Use Agreement, signed by the candidate, stating the list will be used only for Republican activities related to the candidate's run for office.

- C. The Vice-Chair of the Precinct Organization Committee shall function as Chair in the absence of the Chair.
- D. The Secretary of the Precinct Organization Committee shall:
 - keep all Precinct meeting minutes and records
 - execute any correspondence the Chair requests
 - maintain a list of registered Republican voters and workers within the Precinct
 - send welcome letters to those who wish to become active in the local Republican Party

Section 3. Meetings of the Committee

- A. Meetings of the Precinct Committee shall be held upon the call of the Precinct Chair, one-third of the members of the Precinct Committee, or 10 members of the general precinct membership.
- B. One-third of the members shall constitute a quorum for the transaction of business
- C. Proxy voting is prohibited.
- D. The Precinct Chair shall call a minimum of two (2) Precinct meetings per year.

Section 4. Vacancies and Removals

- A. In case of death, resignation, discontinuance of residency within the Precinct and removal of any officers or members of the Precinct Committee, vacancy shall be filled by the active members of the Precinct Committee.
- B. Any member of the Precinct Committee may be removed by a two-thirds vote of the Precinct Committee after being furnished with notice of the charges against them signed by not less than one-third of the members of the Precinct Committee and allowing him twenty (20) days to appear and defend himself.
 - 1. Cause for removal shall be confined to gross inefficiency, Party disloyalty or failure to comply with the County or North Carolina Republican Party Plans of Organization.
 - 2. Such removal may be appealed to the County Executive Committee within twenty (20) days. Their decision shall be final.

ARTICLE VI CRAVEN COUNTY REPUBLICAN PARTY EXECUTIVE COMMITTEE

An Executive Committee will conduct the business of the County Republican Party, in compliance with the rules and regulations of the Republican Party District and State Plans of Organization.

Section 1. Objectives

Shall be:

- to promote an informed public through political education and community activity
- to increase the effectiveness of citizens in the cause of good government through active political participation
- to encourage loyalty to the Republican Party and to promote its principles and candidates in all elections, including non-partisan elections
- to cooperate with the State Republican Party
- to promote the principles of freedom, equality and justice upon which the government of this country is founded
- to endeavor to find candidates to run for elected office who support the Republican Party Platform in the performance of their duties

Section 2. Membership

A. Shall be comprised of:

- the County officers: Chair, First Vice-Chair, Second Vice-Chair, Recording Secretary, Corresponding Secretary, General Counsel, Treasurer, Assistant Treasurer
- the five (5) At-Large members
- the Precinct Chairs from all precincts of Craven County
the President of the Craven County Republican Women's Club
the President of the Craven County Republican Men's Club
the President of the East Carolina Republican Women
the Chair of the Craven County Young Republicans Club
the immediate Past Chair of the County Executive Committee
the Chair of the Craven County Fundraising/Finance Committee
the advisor of the local TARS (Teen Age Republicans): non-voting

B. Other Past County Chairs shall be non-voting, ex-officio members of the Executive Committee.

C. All Republican elected officials residing in the County shall be non-voting members of the Executive Committee, as long as they are in office.

D. The County Chair and First and Second Vice-Chairs shall be Ex-Officio members of all committees except the Nominating Committee and Credentialing Committee.

Section 3. Power and Duties of the Committee

Shall include:

- at the first meeting of the Executive Committee following the biannual county convention (or when a vacancy arises), electing the individuals to fill the positions listed in Article VI, Section 2.A., 3rd bullet point of this Plan.
- at the first meeting, electing the General Counsel for the County Party, who shall serve for a term of two years in accordance with the NC State Plan Article III, Section A.2.
- cooperating with the District and State Committees in all elections and Party activities.
- adopting an annual budget managing the affairs of the party and fundraising within Craven County.
- approving a Fundraising/Finance Committee and an Audit Committee of not less than three members each.
- approving other committees as may be deemed necessary.

- approving a Nominating Committee of no less than three (3) members as required under Article VIII, Section 2.B.2. in the NC State Plan.

Section 4. Meetings

A. The County Executive Committee shall meet at least six (6) times a year upon call of the County Chair after giving ten (10) days' Notice to all members, or upon call of one-third of the members of the Committee.

B. One-third of all the official voting members shall constitute a quorum for the transaction of business or conducting elections

C. Proxy voting is prohibited.

Section 5. Duties of Executive Committee Officers

A. The **County Chair**, with the advice and consent of the County Executive Committee shall:

- (1) preside at all meetings of the Craven County Republican Executive Committee
- (2) have general supervision of the affairs of the County Party within the County
- (3) Issue the call for:
 - a. Annual Precinct Meetings
 - b. County Conventions
 - c. County Executive Committee meetings
- (4) appoint a Fundraising/Finance Committee Chair, Audit Committee Chair, and any other Committee Chairs necessary to conduct the business of the County Executive Committee. Appointees, except the Fundraising/Finance Chairs, do not have voting privilege.
- (5) make quarterly reports on the status of the Party within the County to the District Chair on forms furnished by the State Central Committee
- (6) be responsible for the creation and maintenance of a Republican organization in every Precinct within the County

- (7) obtain and preserve a list of all registered Republicans within the County in conjunction with Administration MAL
- (8) perform such other duties as may be prescribed by the County, District or State Committees
- (9) submit nominees for Poll Workers, Poll Observers and Precinct Judges to the Craven County Board of Elections
- (10) ensure proper training for all Elections Poll Observers
- (11) submit Board of Elections nominees to the State Republican Party for Appointment to the County Board of Elections
- (12) serve as an Ex-Officio member of all committees except the Nominating Committee and Credentials Committee
- (13) approve all documentation submitted to the CCGOP website and newsletter.
- (14) attend 3rd District meetings and State Executive Committee meetings.
- (15) site selections for, but not limited to, Annual County Conventions, events and meetings
- (16) prepare prior to each meeting an order of business (Agenda)
- (17) may authorize the expenditure of up to \$250.00 per month for non-recurring expenses without the need for prior approval
- (18) sign all certified copies of acts of the Executive Committee, unless otherwise specified in the Plan of Organization

B. The First Vice-Chair shall:

function as Chair in the absence of the Chair and shall have such other duties as may be assigned by the County Chair, the County Executive Committee, and shall be an Ex-Officio member of all committees except the Nominating Committee and the Credentials Committee. This shall include the Fundraising/Finance Committee. Shall assist the County Chair in training of all Elections Poll Observers and attend 3rd District meetings.

C. The Second Vice-Chair shall:

function as First Vice-Chair in the absence of the First-Vice Chair and shall have such other duties as may be assigned by the County Chair, the County Executive Committee, and shall be an Ex-Officio member of all committees except the Nominating Committee and the Credentials Committee. This shall include the Fundraising/Finance Committee.

D. The Recording Secretary shall:

- (1) keep a record of all proceedings of the committee (aka: Minutes)
- (2) maintain the organization's official membership roster of all Precinct officers and Executive Committee members (at minimum their names and addresses), and call the roll when required make records available upon request to any Craven County Executive Committee member
- (3) furnish to the Congressional District Chair and the North Carolina Republican Party Headquarters, up to date lists of all Precinct Chairs
- (4) have on hand at each meeting a list of all existing committees and members
- (5) furnish Precinct Organization Committee MAL with documents required by the State for elections of delegates and alternates to annual County conventions and bi-annual elections of Precinct Officers
- (6) sign all certified copies of acts of the Executive Committee, unless otherwise specified in the Plan of Organization
- (7) maintain record book(s) in which the Plan of Organization, special rules of order, standing rules, and minutes are entered, with any amendments to these documents properly recorded and to have the current record book on hand at every meeting

- (8) send notice five (5) days prior to meetings, giving type of meeting, date, time, place and other pertinent information as requested by the Chair
- (9) distribute the Agenda as prepared by the Chair to the Executive Committee members prior to each meeting
- (10) maintain a calendar of meetings and events
- (11) perform such other duties as may be assigned by the Chair

E. The **General Counsel** shall:

- (1) Be an attorney licensed in North Carolina
- (2) provide general legal and parliamentary advice to the county party
- (3) be the chief election integrity officer of the county party working to identify and eliminate election fraud and maintain trained and qualified election observers in every precinct
- (4) (in the event that no qualified Republican in a county is willing to serve as General Counsel, the county executive may select a person familiar with election procedure to chair an Election Integrity Committee to carry out the election integrity functions of the General Counsel.)
- (5) Note: in all questions regarding the State Plan of Organization, the interpretation thereof, or any issues that impact the State Party, the county general counsel shall have no authority to contradict the State General Counsel.

F. The **Corresponding Secretary** shall:

- (1) in the absence of the Recording Secretary, the Corresponding Secretary shall serve as Recording Secretary
- (2) handle general correspondence of the party as directed by the Chair or executive committee; be custodian of the correspondence record book, stationary and related supplies; read correspondence at Executive Committee meetings
- (3) make phone calls as requested
- (4) send Thank You, cheer, sympathy cards, or other correspondence as directed by the Chair
- (5) perform such other duties as may be assigned by the Chair

G. The **Treasurer** shall:

- (1) be certified by North Carolina Board of Elections (must successfully enroll in and complete the Mandatory Compliance Training provided by the North Carolina Board of Elections as soon as possible, but not later than sixty (60) days after election)
- (2) prepare an annual budget for presentation and approval by April's Membership Meeting
- (3) serve as Ex-Officio member of the Fundraising/Finance and Convention Credential Committees
- (4) receive and disburse all funds for Party expenditures pursuant to authority duly given by the County Executive Committee
- (5) provide a written financial report for all County Executive Meetings, and if unable to attend, provide report to the Chair and Assistant Treasurer three (3) days prior to said meeting
- (6) fulfill all reports and obligations required under State and Federal election laws
- (7) be authorized to sign checks under \$1,000.00
- (8) two (2) signatures are required for checks of \$1,000.00 or more
- (9) perform such other duties as may be assigned by the Chair
- (10) The Chair may authorize expenditures up to \$250.00 per month for non-recurring expenses without the need for prior approval.

H. The Assistant Treasurer shall:

- (1) be certified by North Carolina Board of Elections
- (2) assume the duties of the Treasurer in the excused absence of the Treasurer
- (3) assist the Treasurer in preparation of the Annual Budget
- (4) perform such other duties as may be assigned by the Chair

I. The MAL for Community Outreach shall:

- (1) serve as the City and County meetings representative for the Party
- (2) act as Election Board liaison; updating and informing the body of current and up-coming issues and meetings
- (3) head up Voter Registration (GOTV) drives, etc., within the county in cooperation with Precinct Chairs, the MAL for Precinct Organization and the MAL for Human Resources
- (4) assist in recruiting volunteers in coordination with the MAL for Human Resources
- (5) work with TAR'S and Young Republicans to help expand CCGOP outreach
- (6) make recommendations to the County Chair and Advisory Board regarding GOTV, local events to explore for outreach, and possible community sources
- (7) perform such other duties as may be assigned by the County Chair or Executive Committee

J. The MAL for Administration shall:

- (1) serve as Special Events Coordinator working with the approval of, and in tandem with the County Chair, to include, but is not limited to, Fundraisers, Meet the Candidates, parties at headquarters, etc.
- (2) work with the MAL Logistics for events at headquarters in New Bern
- (3) work in conjunction with the Chair to obtain and preserve a list of all registered Republicans within the County
- (4) make recommendations to the County Chair and Advisory Board for possible upcoming events involvement for maximum Republican Party exposure
- (5) perform such other duties as may be assigned by the County Chair or Executive Committee

K. The MAL for Precinct Organization shall:

- (1) work with and through each Precinct Chair to recruit and maintain an effective organization in each precinct in the county
- (2) coordinate training of all precinct workers (i.e., Outside Poll Workers during Election cycles) with the MAL for Human Resources
- (3) serve as the Chair of all Precinct Organization Committees whose members include the Precinct Officers for each precinct, with the advice and consent of the County Chair
- (4) coordinate with the MAL for Human Resources maintaining accurate lists of all precinct officers, poll workers, and observers, as well as potential judges and assistant judges (if applicable).
- (5) make recommendations to the County Chair and Advisory Board for improvement of precinct organizations
- (6) assists the Chair in implementing the publication of annual Precinct and Unorganized Meetings in February, no less than ten (10) days before said meetings, at which time Delegates and Alternates are elected to the county convention
- (7) perform such other duties as may be assigned by the County Chair or Executive Committee.

L. The MAL for Human Resources shall:

- (1) recruit volunteers, chief judges, judges, assistants, poll observers, outside poll workers for the New Bern office, request help from the MAL for Precinct Organization and MAL for Community Outreach as needed

- (2) develop and maintain up-to-date lists of volunteers of precinct officers, poll workers, and observers, as well as potential judges and assistant judges (if applicable) in coordination with the MAL for Precinct Organization
- (3) train volunteers for HQ staff and Outside Poll Workers in coordination with the County Chair
- (4) maintain accurate volunteer rosters and provide copy updates to the County Chair quarterly, except during General Election years when updates will be presented monthly to County Chair, MAL Precinct Organization, and MAL Community Outreach
- (5) make recommendations to the County Chair and Advisory Board regarding training improvements, ideas, and volunteer recognition
- (6) perform such other duties as may be assigned by the County Chair or Executive Committee

M. The MAL for Logistics shall:

- (1) have general oversight of building(s) and facilities
- (2) manage and maintain the facilities, addressing regular maintenance issues, and if needed, consult with the County Chair
- (3) work with the MAL for Human Resources in setting-up locations as needed, and keeps the County Chair informed on its/their progress and of any problems/issues
- (4) distribute keys to building(s) under direction of the County Chair, maintaining an accurate log of individuals who have signed for, and are responsible for them
- (5) act as political signs coordinator during election cycles
- (6) make recommendations to the County Chair and Advisory Board regarding any needed replacements and/or purchases for equipment or other headquarters items/needs
- (7) perform such other duties as may be assigned by the County Chair or Executive Committee

Section 6. Vacancies and Removals

A. Any Member of a Committee organized under this Plan may be removed:

(1) By a 2/3's vote of the respective Committee after being furnished with notice of the charges against him, signed by the lesser of (a) 50 Members or (b) one-third of the Members of the respective Committee. Any Republican against whom charges are brought shall be furnished with a 2 week notice of said charges and be given an opportunity to present a defense. Removal by a vote of the respective Committee shall be confined to gross inefficiency, Party Disloyalty (as defined herein) or failure to comply with the County, District, or State Party Plans of Organization.

(2) Automatically upon such Member's conviction (as defined below) of a felony after election to such Committee organized under this Plan without the need for any further action immediately effective upon such conviction, and the seat declared vacant. Each Member shall have the affirmative duty to inform the Chair of such Committee in writing immediately upon his conviction of a felony; provided that the failure of a Member to so notify the Chair in writing shall not delay, prevent or restrict the expulsion of such Member from such Committee in accordance with this Section.

(a) For the purposes hereof, a "conviction" shall be defined as the conviction of or the entering of a Guilty plea, an Alford plea, or a plea of No Contest to a felony.

(b) For the purposes of this Plan of Organization, "Party Disloyalty" shall be defined as actively supporting a candidate of another Party or independent candidate running in opposition to a candidate of the Republican Party or a Republican endorsed by the appropriate Executive Committee in a non-partisan election.

B. In case of death, resignation, discontinuance of residency within the County, removal of an officer or member of the County Executive Committee, or other vacancy exceeding 90 days; the resulting vacancy shall be filled by the County Executive Committee with the exception of the Fundraising/Finance Chair who serves at the pleasure of the County Chair.

C. If, after ninety (90) days, a member cannot perform his duties due to health reasons, the Executive Committee shall appoint an officer to assume the duties for the remainder of the unexpired term of office.

D. Such removal may be appealed within twenty (20) days to the Congressional District Chair and State Executive Committee within the District and their decision shall be final.

E. No Executive Committee member shall hold more than one elective office within the County Executive Committee. Upon election to an office, all previously held offices are considered vacated.

F. Should any cause or provision found in this section be deemed inconsistent with the laws of the State of North Carolina, those laws shall govern as to the particular clause or provision and the remainder of this section shall apply.

H. If a Committee member fails to attend three (3) unexcused consecutive meetings, they shall be deemed to have vacated their office/chair.

Section 7. General Administrative Procedures

In the event a candidate for public office was not a registered Republican as of January 31st of the year PRIOR to the election in which the candidate seeks election, the Executive Committee of the jurisdiction may disqualify such candidate from recognition, endorsement, and the utilization of Party resources.

A. Endorsements in Primary Elections

1. Neither the Executive Committee nor the Chair shall endorse a candidate prior to the primary election when there is more than one Republican candidate for the same office. The name of the organization, or the position held, shall not be used by any member in supporting a candidate prior to the primary election. The Craven County Party shall not advocate a split party ticket nor support a candidate running on an opposition ticket.

2. County Executive Committee shall not directly or indirectly raise, contribute, or collect funds for the benefit of any candidates in Primary Elections.

B. Endorsements in Non-Primary and/or Bi-Partisan Elections:

In elections where there is no primary or in non-partisan elections, County Executive Committees shall have exclusive authority to endorse registered republicans running in that district or county.

County Executive Committees shall not issue endorsements in races unless the district resides entirely within the county. All members of the County Executive Committee may vote on the endorsements for districts wholly encompassed within that county, regardless of whether Committee members live within the District in question. In those Districts encompassing more than one County or portions of more than one county, endorsements may only be made in accordance with Article IV A.1.c of the North Carolina Republican Party Plan of Organization.

C. Endorsements in Non-Primary Statewide Judicial Elections:

County Executive Committees shall not issue endorsements of statewide judicial candidates inconsistent with the State Executive Committee endorsements. This is limited to judicial elections where there is no primary election.

D. Party Officers As Candidates:

In the event that the chair or vice-chairs of the County Party shall announce their intentions to run for public office or shall file a notice of candidacy with the Board of Elections, that person shall be

deemed to have resigned his office within the Party, effective seven days after the close of filing, and the then-existing vacancy shall be filled as provided for herein. The Party official may petition the County Executive Committee for exemption from this provision and the County Executive Committee may, for good cause shown, grant such an exemption with a two-thirds affirmative vote. This exemption shall be deemed void if any other Republican files with the Board of Elections for the same public office within that election cycle.

E. Forfeiture of Official Privileges

1. Removal or Resignation from Committees:

Any current or former Officer or Member of a Precinct Committee, County Executive Committee, District Committee, State Executive Committee or State Central Committee who, for any reason, is removed or resigned from said position shall forfeit all rights and privileges in any way connected with that position.

2. Party Disloyalty:

Any registered Republican attempting to influence or influencing the outcome of any election against a Republican candidate or Republican endorsed by the appropriate Republican Executive Committee or Legislative Caucus, other than by supporting an opposing Republican Candidate in a Republican primary, may be declared ineligible to hold office under the State Plan of Organization at the State, District, and Precinct level for Party disloyalty by 2/3 vote of the State Executive Committee. Charges of Party disloyalty may be brought by petition of 50 members of the State Executive Committee, or by resolution of a County or District Republican Executive Committee. The State Executive Committee may declare a Republican found to have engaged in Party disloyalty as ineligible to serve in any office under the Plan of Organization for a period of time between 6 months and 5 years.

3. Automatic Resignation:

Any Committee Member or Officer of a County, District or State Republican Executive Committee campaigning in person, on social media, or in any other manner for a Candidate, in any race, who is not a member of the Republican Party and is running in opposition to a member of the Republican Party, shall have been deemed to have automatically resigned from the committee

and any position. In addition, no Committee Member or Officer shall serve as a treasurer or member of a campaign committee for any Candidate, in any race, if that Candidate is not a member of the Republican Party and is running in opposition to a member of the Republican Party.

F. Electronic Meetings

Except as herein provided, all required county executive committee meetings are to be held in person. These in-person meetings may be broadcast, as provided below. Notwithstanding the foregoing, a county or district chair may petition, in writing or via email, the State party chair for relief from the in-person meeting requirement. County or District chairs may join together in a written or emailed petition. Grounds for relief consist of a need for a meeting which cannot be postponed; an event consisting of an adverse weather event, public health crisis, or unforeseeable occurrence which counsels' prudence against an in person meeting. The State Party Chair may grant the petition after a majority vote on consultation with the Vice-Chair, the General Counsel, the Treasurer, and the Secretary. The State Secretary shall record all votes for and against the petition.

In addition, any County Executive Committee meetings beyond the required quarterly meetings may be held in person or electronically at the discretion of the Chair of the respective committee.

When the State Party Chair grants relief from any in-person meeting requirement for a County Convention or executive committee meeting, the respective Chair of any such District or County Party shall provide an alternative broadcast by electronic means of a meeting.

The County Chair may provide a place for in-person participation. Any meeting held electronically must allow each member to fully participate in its proceedings, including the right to attend meetings, to make motions, to speak in debate, and to vote. No member can be individually deprived of these basic rights of membership or of any basic rights concomitant to them, such as the right to make nominations or to give up previous notice of a motion.

ARTICLE VII EXECUTIVE ADVISORY BOARD

Section 1. Members

shall be the Officers of the Craven County Republican Party:

- Executive Committee Chair
- Executive Committee First Vice-Chair
- Executive Committee Second Vice-Chair
- Executive Committee Recording Secretary
- Executive Committee Corresponding Secretary
- Executive Committee Treasurer
- Executive Committee Assistant Treasurer
- Five (5) Executive Committee Members-at-Large
- Immediate Past Chair
- General Counsel to the County Party

Section 2. Duties

The Advisory Board is empowered to propose recommendations to the Executive Committee for action.

ARTICLE VIII COMMITTEES

Section 1. Fundraising/Finance

- A. The County Fundraising/Finance Committee shall be composed of:
 - the Executive Committee Fundraising/Finance Chair who is appointed by the County Chair
 - the Executive Committee Chair
 - the Executive Committee First and Second Vice-Chair
 - the Executive Committee Treasurer
 - three (3) or more people appointed by the County Executive Committee
- B. They shall cooperate with the Congressional District and State Finance Committees and shall have active management of the fund-raising efforts within the County.
- C. The Finance Chair will serve on the Congressional District Finance Committee and will cooperate with the District and State Finance Committees.
- D. A proposed annual County budget shall be prepared by the Treasurer and approved by the Finance Committee and submitted to the Executive Committee during the month of April for their approval.

Section 2. Public Relations

- A. PRC shall be responsible for timely press releases, notices, coordinating publicity and communications.
- B. Maintain a calendar of all current meetings and future Republican events.
- C. The Craven County Republican Website, shall be maintained by the PRC

The County Chair shall have ultimate oversight of all County financed publications regardless of the medium.

Section 3. Special Committees

- A. The County Chair may appoint special committees, except the Nominating Committee, as necessary to carry out the work of the Party.
- B. Special Committees shall serve for the length of time required to complete their work, provided such time is limited to the term of the appointing Chair. Upon submission of the Committees' final report, said Committee is dissolved. Special Committees may include, but are not limited to:
 1. **Audit Committee** shall consist of three (3) members and shall conduct a yearly audit of the financial records of the county and report such to the Executive Committee for approval.
 2. **Nominating Committee** shall consist of three (3) members of the Republican Party (excluding the Executive Committee officers) appointed by the Executive Committee

by November 30th, prior to the Biennial Convention (odd years).

The Nominating Committee shall submit one (1) nominee for each office in a report to the membership by the February Executive Committee meeting, on or before 30 days preceding the Biennial Convention (odd years).

The Nominating Committee Chair shall submit one (1) nominee for each office to the membership at the Biennial Convention.

- a. Only members who maintain an active membership in good standing within the party shall be nominated for elective office.
- b. Nominations from the floor may be made following the report of the Nominating Committee, provided that the consent of the nominee has been secured in advance.

ARTICLE IX COUNTY CONVENTIONS

Section 1. Annual Convention

- A. Prior to March 1st of every year, a County Convention shall be called by the County Chair, to be held at a suitable location within the county, during the month of March, at least ten (10) days prior to the scheduled District Convention or Conventions in which the county is entitled to participate.

Each County Chair, with the advice and consent of his respective County Executive Committee, shall be authorized to assess a reasonable Delegate fee to defray the costs and expenses of conducting the County Convention.

- B. The Annual Call to Convention shall be by Written Notice* and Public Notice*. Delegates and Alternates elected at their Annual Precinct Meetings, Unorganized Meeting(s), or those approved by the County Chair by WAIVER+, unless successfully challenged, shall sit as Delegates and Alternates at the County Convention as required by this article.

If the County Chair fails to call a County Convention it shall become the duty of the Vice-Chair. If the County Chair or Vice-Chair does not call the County Convention, it shall be cause for any member of the County Executive Committee, with the approval of the Congressional District Chair, to call such County Convention. In the event of the failure of the County Chair to call the Convention before March 1st, it shall become the duty of the District Chair to act in this capacity by March 1st.

No person shall be seated as a Delegate or Alternate at any County, District or State Convention unless such person either shall have personally attended their Annual Precinct Meeting, or an Unorganized Meeting, and shall have been duly elected a Delegate or Alternate or submitted a WAIVER+ which has been approved by the County Chair. The registered Republicans, present at a County Convention from an unorganized Precinct, which has not had its credentials accepted, shall have the right to one (1) vote per Precinct.

Delegate and Alternate slots shall be filled first by those eligible Republicans who attended their Annual Precinct Meeting, an Unorganized Meeting, or County Convention and who are willing to serve. If any Delegate or Alternate slots remain unfilled after the election of those who attended their Annual Precinct Meeting, an Unorganized Meeting, or the current County

Convention, then eligible Republicans who are not in attendance but are willing to serve may be elected to fill those slots. No one shall be elected as an Alternate, however, until all of the Delegate slots are filled.

Each County Executive Committee shall adopt a procedure that allows eligible Republicans who are not in attendance at their Annual Precinct Meeting, an Unorganized Meeting, or County Convention to be elected as an officer, committee member, Delegate or Alternate at that meeting or convention (see WAIVER+). The procedure shall require that a notice of the individuals' willingness to serve be in the hands of the County Chair at least three (3) business days prior to the convening of their Annual Precinct Meeting, the Unorganized Meeting, or in the hands of the County Chair at least five (5) days prior to the convening of the County Convention. The County Chair shall describe the WAIVER+ procedure in the Public Notice* of the convention.

*** Refer to page 24 for definitions of Notice, Written and Public Notice.**

+ Refer to page 24 concerning mandated information on WAIVER forms.

C. Meeting Cancellation Due to Circumstances out of Party's Control.

When circumstances beyond the control of the County Party prevent access to or use of the County Convention facility (including but not limited to inclement weather conditions), it shall be the responsibility of the County Chair to consult with the County Vice-Chair, County Secretary and County Treasurer and make a decision on the cancellation and rescheduling of said Convention in the most timely manner possible. All efforts should be made by the County Chair to notify local news outlets of said cancellation and rescheduling information. Notice of cancellation and rescheduling shall be given to Republican State Headquarters within twenty-four (24) hours or the next business day.

D. The following Special Committees shall serve for the length of time required to complete their work during the Convention process:

(1) Credentials Committee

In January, before the call of the Annual Precinct and Unaffiliated Meetings, the County Chair, with the advice and consent of the Executive committee, shall appoint a Credentials Committee of no less than three (3) members which will meet and issue its report on Delegates and Alternate Delegates certified to that Convention.

If Precinct and Unorganized Meetings are held prior to the County Convention, the Credentials Committee shall issue its report on Delegates and Alternates certified to the County Convention at least three (3) days in advance of the convening of the Convention. All Delegates and Alternates challenged in the report of the Credentials Committee shall be notified prior to the day of the Convention and allowed to present their cases to the Credentials Committee prior

to the convening of the Convention.

No member of the Credentials Committee created by this Plan shall be eligible to be elected to an officer or executive committee position at the convention for which the Committee serves, nor shall a Committee member publicly support anyone for an office to be elected by said convention. Except when voting in convention, members of the Credentials Committee shall strive to maintain the integrity of the convention and the Committee by conducting its business with impartiality and strict neutrality on the business and elections of said convention.

(2) Resolutions Committee

Before the call of County Convention, the County Chair, with the advice and consent of the Executive Committee, shall appoint a Resolution Committee of no less than three (3) members.

(3) Rules Committee

Before the call of County Convention, the County Chair, with the advice and consent of the Executive Committee, shall appoint a Rules Committee of no less than three (3) members.

Section 2. Convention Action

A. Every year the County Convention shall adopt a County Plan of Organization not inconsistent with the North Carolina Republican Party Plan of Organization. A current copy shall be kept by the County Secretary and filed with North Carolina Republican Party Headquarters.

B. In Odd Numbered Years, the County Convention shall elect:

1. A County Chair, First Vice-Chair, Second Vice-Chair, Recording Secretary, Corresponding Secretary, Treasurer and Assistant Treasurer who shall serve for a term of two (2) years or until their successors are elected.
2. Five (5) At-Large members of the County Executive Committee who shall serve for a term of two (2) years or until their successors are elected.
3. Officers and At-Large members who shall take office upon the adjournment of the Convention at which they were elected.
4. The number of Delegates and Alternates to the District and State Conventions designated by the North Carolina Republican Party.

C. Credentials:

The Chair and Recording Secretary of the County Executive Committee shall certify the election of Officers, Committee Members, Delegates, Alternates and Precinct Officers to the District and State Conventions, on forms created by the State Credentials Committee, and approved by the State Central Committee and in conformance with Article VII, Section B.3. of the NC Plan of Organization. Completed Credentials shall be in the hands of, or the email In Box of the Congressional District Secretary and State Headquarters no less than ten (10)

days following the date of the County Convention. The postmark date will be used to

determine compliance for mailed credentials. No Delegates or Alternates shall be added to the Credentials list following the adjournment of the County Convention. Copies of all Notices* in addition to a list of county and precinct officers shall be submitted to the NC Republican Party and all applicable Congressional District Committees along with County Credentials.

D. Resolutions:

If presented without notice (from the floor) at the County Convention must be accompanied by 125 copies of said Resolution(s) and will be referred to the appropriate convention committee for action by the County Chair. The Convention Committee shall examine the Resolution(s), prepare it/them for presentation, if appropriate. Resolutions not accepted for presentation at the Convention will be made at the next County Executive Committee meeting.

Section 3. Presidential Election Year Convention

Refer to Article IX, Section 1 Annual Convention.

ARTICLE X CONVENTION VOTING PROCEDURES

Section 1. Voting Procedures

- A. No person shall be seated as a Delegate or Alternate at any County, District or State Convention unless such person either shall have personally attended their Annual Precinct Meeting, or an Unorganized Precinct Meeting, and shall have been duly elected a Delegate or Alternate by the appropriate Meeting or have had their WAIVER+ verified and approved by the County Chair except registered Republicans, present at a County Convention from an Unorganized Precinct, which has not had its credentials accepted, shall have the right to vote one (1) vote per Precinct.
- B. If no Delegate or Alternate from an active precinct is credentialed by the County Credentials Committee, then those registered Republicans attending a County Convention from that precinct shall be invited on to the convention floor and may collectively cast one (1) vote at the convention.
- C. Delegations may not cast votes in excess of the actual number of delegates present on the floor. Where delegations have more delegates/alternates than the number authorized, they may allocate votes proportionately within the delegation in a caucus. Only whole numbers of votes will be reported (no fractional votes), and total number of votes may not exceed the total authorized for that delegation.
- D. No Delegate, Alternate or any other Member of a Committee shall cast any vote by proxy.

Section 2. Election Procedures

Election shall be by paper ballot in all cases where there is more than one nominee for each office.

- A. The County Chair shall appoint a Teller Committee of not less than three (3) members to count ballots (if needed).
- B. If only one nominee is selected per position, election may be by verbal acclamation in accordance with Robert's Rules of Order Viva-Voce election (Article 46, Nominations and Elections).
- C. A majority vote of the credentialed Delegates that are present and voting shall constitute an election.

Section 3. Challenges

Delegates may be ruled ineligible to be seated as delegates or alternates at the County conventions by the Credentials Committee if they have been found guilty of Party Disloyalty as defined in the Craven County Plan of Organization, Article VI, Section 6., A.2.b. and Article VII, Section 7.E.2.

- A. Appeals shall be to the County Chair, whose decision shall be final.
- B. Notification must be made by the County Chair within three (3) business days for those whom Waivers+ were approved or denied.
- C. All Delegates and Alternates challenged in the report of the Credentials Committee shall be notified prior to the day of the Convention and allowed to present their cases to the Credentials Committee prior to the convening of the Convention.
- D. Notwithstanding any other provisions of this Plan of Organization, challenges to Delegates and Alternates must be made in their capacity as individual Delegates and Alternates. (See Article IX, Section I.D.1. "Credentials Committee")

ARTICLE XI AMENDMENTS AND PARLIAMENTARY AUTHORITY

Amendments

- A. Being required to comply with the most current North Carolina Republican Party's Plan of Organization, changes to the North Carolina Plan are automatically effective in the Craven County Republican Party Plan without amendment. Any required changes to the County Plan of Organization shall be presented to the general membership and posted on the County website.

This Plan of Organization may be amended in accordance with ARTICLE X, Section A., "AMENDMENTS, APPLICABILITY AND EFFECTIVENESS OF THIS PLAN", of the N.C. State Plan of Organization and North Carolina State Law.

The County Executive Committee may amend the County Plan of Organization upon giving ten (10) days prior written notice to all current members by mail, or if Email addresses are available SEND Emails with "Request a Delivery" and/or "Request a Read Receipt" informing each member regarding the substance of each proposed amendment, requiring a two-thirds vote of the full membership.

- B. Robert's Rules of Order, latest Edition Newly Revised, shall govern all proceedings, except when not specifically addressed with this Plan of Organization.

- C. This document will serve as the governing rules and By-laws for the conduct of business by the Craven County Republican Party.

NOTICE*, WRITTEN NOTICE*, and PUBLIC NOTICE*

“**Notice**” as used in this plan shall be defined as the actual providing of the required information to the intended recipient by direct means which are substantially likely to inform the recipient. All Notices must appear or be broadcast at least 10 days prior to a Convention or special meeting unless otherwise stated.

“**Written Notice**” as used in this plan shall mean notice sent through the United States Postal Service (USPS) by First Class Mail or Notice sent by electronic mail delivery. The date marked by the USPS or, if by electronic mail delivery, the time and date stamped shall be conclusive evidence of the date notice was given.

“**Public Notice**” as used in this plan shall be defined as the procedure for informing interested persons by means that ensure full and timely notice to the public of the event requiring notice. The primary means for Public Notice shall be the County, District or State Party’s website. Other media such as radio, television, email, or US mail may be used with approval of the State Credentials Committee.

WAIVER+

Shall include: The individual’s full legal name (as shown on the NC Board of Elections website), address, phone number and email address. It shall also include a person’s willingness to serve and in what capacity. The County Chair shall describe the procedure in their Public Notice(s)* and Written Notice(s)* of the Convention.

WAIVER requests must be received by the County Chair not less than three (3) business days prior to the persons scheduled **Annual Precinct Meeting** (Article IV, Section 1.D.)

WAIVER requests must be received by the County Chair not less than five (5) days prior to the convening of the **County Convention** (Article IX, Section 1.B.).

WAIVERS will be reviewed by the County and Credentials Chairs, who will vet all requests and based on the circumstances, the County Chair will decide whether to approve the request (Article IV, Section 1.D.).

SIGNATURE PAGE for the CRAVEN COUNTY PLAN OF ORGANIZATION

Adoption of previous CRAVEN COUNTY REPUBLICAN PARTY PLAN(S) OF ORGANIZATION:

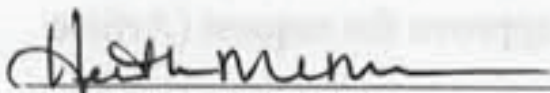
- March 13, 1999 at Convention (Signed by Michael J. Gorman/Carol J. Keary) July 24, 2001 at Convention (Signed by Gwenn Adams/Doris Pfeiffer)
- March 24, 2004 at Convention (Signed by John Steven Tyson/Rachelle Ann Martin)
- March 15, 2008 at Convention (Signed by Michael David Speciale/Cecilia Ryan Wasserman)
- March 21, 2009 at Convention (Signed by Michael David Speciale/Cecilia Ryan Wasserman)
- March 24, 2012 at Convention (Signed by Michael David Speciale/Cecilia Ryan Wasserman)
- March 16, 2013 at Convention (Signed by Michael David Speciale/Cecilia Ryan Wasserman)
- March 15, 2014 at Convention (Signed by Michael David Speciale/Cecilia Ryan Wasserman)
- August 28, 2014 Amended from NCGOP Convention
- March 14, 2015 at Convention (signed by Carl Mischka/Cecilia Wasserman)
- April 23, 2015 Amended from Craven County Convention and revised/adopted at monthly meeting. March 12, 2016 at Convention (Signed by Carl Mischka/Cecilia Ryan Wasserman)
- March 18, 2017 at Convention (Signed by M. Catherine Stash/Sherry Bradbury)
- August 24, 2017 Amended from NCGOP Convention June 3, 2017 (Signed by M. Catherine Stash/Sherry Bradbury)
- March 24, 2018 at Convention (Signed by M. Catherine Stash/ Sherry Bradbury)
- August 23, 2018 Amended from NCGOP Convention June 8, 2018 (Signed by M. Catherine Stash/Tamara Leonard)
- March 23, 2019 at Convention (Signed by Timothy J. Mason/Patti Mason)
- March 22, 2021 at Convention (signed by Robert W. Brinson/William Farmer)
- August 25, 2022 Amended from NCGOP Convention May 21, 2022 (Signed by Sarah Benischek/Will Farmer)
- March 18, 2023 at Convention (Signed by Richard Hopkins/Will Farmer)
- September 5, 2024 Amended from NCGOP Convention May 25, 2024 (Signed by Rick Hopkins/Joanie Bogle)
- March 15, 2025 at Convention (Signed by Brandon Speice/_____)
- March 21, 2026 at Convention (Signed by Brandon Speice/Heather McManus)



Brandon Speice, County Chair

21 March 2026

March 21, 2026



Heather McManus, Recording Secretary

March 21, 2026

March 21, 2026

APPENDIX Organizational Chart

Craven County Executive Committee Organization Chart

**Craven County
Republican Party
Chairman**

1st Vice Chairman
2nd Vice Chairman
New Voting Secretary
Corresponding Secretary
Treasurer
Assistant Treasurer
Immediate Past Chairman

Funding/Fundraising Chairman
President CC/RMC
President CC/RMC
President CC/RMC
President CC/RMC
President CC/RMC
Young People's Rep. Representative
MARS Representative (Non-voting)

**MAL
Community
Outreach**

County/City Meeting Rep
Election Board Liaison
Volunteer Recruitment
In coordination with APC
Surge Resources & MARS
Incident Organization
Voter Registration
COOPV
Explores new subjects for
increased awareness &

**MAL
Administration**

Plan of Organization
Committee Coordination
Maintain list of registered
Republican Voters
Special Event Coordinator

**MAL Precinct
Organization**

Precinct Staffing
Precinct Management
In cooperation with MAL
Human Resources
Election Observation
Voter Coordinator
Early Voting Coordinator

**MAL Human
Resources**

Volunteer Recruitment
New Sign (Hassack) sign
recruiting
With assistance from MAL
Recruit Organization
Election Observation
Voter Coordinator
Early Voting Coordinator

MAL Logistics

Building Oversight - from
Bert's project when
needed
Office Maintenance &
Management - Key
Inventory & Supplies
Political Sign Coordinator
Equipment Inventory
Supplies & Purchase
Recommendations