



**BERKELEY COUNTY
REPUBLICAN PARTY**

Berkeley County Republican Party Rules and Bylaws

Revision 9

Adopted March 19th, 2026

Record of Changes

[illegible]

PREAMBLE

We, the members of Berkeley County Republican Party, dedicated to the sound principles fostered by the South Carolina Republican Party, conscious of our civic responsibilities, rights, and high ethical principles; and firm in our determination to support and to help perpetuate the American way of life, do herewith establish this instrument, the Rules and By-Laws of the Republican Party of the County of Berkeley, South Carolina, in accordance with the Rules of the South Carolina Republican Party.

TABLE OF CONTENTS

RULE I: NAME

RULE II: DEFINITIONS

RULE III: MEMBERSHIP

RULE IV: OFFICERS

RULE V: BERKELEY COUNTY REPUBLICAN PARTY (BCRP) EXECUTIVE COMMITTEE

RULE VI: PRECINCT REORGANIZATION

RULE VII: ATTENDANCE

RULE VIII: PROXIES

RULE VIV: QUORUM

RULE X: FINANCES

RULE XI: GENERAL RULES FOR ALL COMMITTEES

RULE XII: STANDING COMMITTEES

RULE XIII: SPECIAL COMMITTEES

RULE XIV: BCRP POINT TEAMS

RULE XV: CONDUCT OF MEETINGS

RULE XVI: APPEALS

RULE XVII: RESIGNATIONS, VACANCIES

RULE XVIII: CANDIDATE FINANCIAL SUPPORT POLICY

RULE XIX: BCRP BREAKFAST MEETING

RULE XX: BCRP CODE OF CONDUCT

RULE I

NAME

- A) The name of this organization shall be as defined in Rule 1 of the Rules of the South Carolina Republican Party: The Berkeley County Republican Party (BCRP).
- B) The name of each precinct organization shall be defined as in Rule 1 of the Rules of the South Carolina Republican Party: The _____ Precinct of the Berkeley County Republican Party.

INTERPRETATION AND APPLICATION OF RULES; AMENDMENTS; DISTRIBUTIONS

- A. These Rules shall be interpreted and applied so as to substantially accomplish their objectives. The spirit and not the letter of each Rule shall be controlling. Substantial compliance with a Rule shall be sufficient.
- B. Should any conflict exist or develop between any of these Rules and the South Carolina Republican Party Rules, the latter shall govern except as to those laws which have been judicially held to be constitutionally unenforceable or which are patently unconstitutional. Nothing in these Rules shall be interpreted in contravention of South Carolina Election Law. All references to the rules of the South Carolina Republican Party are understood to mean the 2022 version.
- C. The proceedings of all business, organizational, reorganization, and committee meetings and all county and state conventions, not covered by these Rules or by enforceable provisions of the South Carolina election law, shall conform to the most recent edition of *Robert's Rules of Order Newly Revised*. To facilitate an orderly and effective meeting, the Berkeley County Republican Party (BCRP) Chairman may appoint a Parliamentarian to serve at each convened meeting. This position can be established and terminated at the discretion of the BCRP Chairman.
- D. These Rules may be amended only by the County Executive Committee by two-thirds (2/3) vote of the quorum of elected BCRP Executive Committee members present at a properly announced and scheduled BCRP Executive Committee meeting.
- E. The Rules of the South Carolina Republican Party and the Berkeley County Republican Party will be posted on the BCRP website. These Rules may be reproduced and distributed as the BCRP Chairman may direct.

For information:

Political organizations are tax-exempt under Section 527 of the Internal Revenue Code. Political organizations are nonprofit in the sense that the organization cannot have shareholders and cannot pay dividends. Donations to political organizations are not considered charitable contributions and cannot be deducted on an individual's tax return. The BCRP is operated under the authority and supervision of the South Carolina Republican Party.

RULE II

DEFINITIONS

“Chairman” shall mean the duly elected Chairman of the Berkeley County Republican Party.

“County Executive Committeeman” shall mean the duly elected committeeman from each precinct to the BCRP Executive Committee.

“State Executive Committeeman” shall mean the duly elected Republican committeeman from Berkeley County to the Republican state executive committee.

“Ex officio member” shall mean that an elected Berkeley County Republican Party Officer serves as a member of committees by virtue of holding another office. The rights of an ex officio member are the same as other members unless otherwise stated in regulations or by-laws.

“Officer” shall mean those officers of the Party at the County level, duly elected or appointed, other than the County Executive Committeemen.

“Party” shall mean the Berkeley County Republican Party (also abbreviated as BCRP).

“His” where used in these by-laws, all references to male gender shall be interpreted to include the female gender.

“Moral turpitude” is a phrase used in law to refer to conduct or behavior that is unethical, immoral, or that is so deviant from social standards that it would shock others. It refers to “an act or behavior that gravely violates the sentiment or accepted standard of the community.” A number of crimes can fall under the umbrella of moral turpitude, including (but not limited to) murder, fraud, rape, arson, robbery, and counterfeiting.

“Parliamentarian” a Berkeley County Republican Party (or South Carolina Republican Party) member who has experience and expertise in the formal rules and procedures of the South Carolina Republican Party and Berkeley County Republican Party organizations and is intimately familiar with Robert’s Rules of Order, current edition. The Parliamentarian is designated by the BCRP Chairman to guide the official BCRP meetings.

“Member of the BCRP” shall mean any current elected precinct officer, an individual or family not elected but having paid the annual dues for BCRP membership, or any elected precinct officer who has also paid the annual dues for BCRP membership. Said BCRP membership is encouraged, but not required of precinct officers.

“Precincts” as used herein shall mean and refer to the political subdivisions of Berkeley County.

“Delegate” shall mean a precinct member nominated and elected (or designated should there be fewer precinct members than allotted nominees allowed) within their respective precinct to represent the BCRP at the State Convention if elected by the larger county membership. The number of precinct members present at the county-wide precinct reorganization event vote for the county delegates and alternates based on the number of allotted delegates. Delegates, to the BCRP County Convention and the to the South Carolina Republican Party State Convention, must be members of the BCRP and have voted in at least two (2) of the three (3) most recent statewide Republican Primaries, either in South Carolina or any previous US state of residence, provided they were old enough to have done so.

“Precinct Officer” shall mean any officer of the party elected by the individual precinct members present during precinct organization, re-organization events.

“Resolution” shall mean a formal expression of opinion or intention made, usually after voting, by the Berkeley County Republican Party. For this purpose, it shall be a written formal statement of opinion, recommendation for action, or a decision to take action.

“Rules” shall define or constrain aspects of the BCRP’s overall operations, assert organizational structure and/or control or influence the behavior of the BCRP, applying to people, processes, behavior, and/or applicable systems.

“South Carolina Republican Party” (SCGOP) is the state affiliate of the national Republican Party in South Carolina.

“Written Notice” shall be defined as mail by the United States Postal Service (USPS), electronic mail, private mail-delivery service, or printed notice given to members at a meeting.

“Shall” and “will” are required actions.

“Advice and consent” of the BCRP Executive Committee is a majority vote.

RULE III

MEMBERSHIP

Any individual believing in the principles of the Republican Party, supporting the SCGOP Platform and intending generally to support its candidates shall be eligible for membership (i.e., member) as delineated below. Participation in organization or reorganization without being a dues paying member is permissible. Any eligible individual may pay dues and become a dues paying member regardless of participation in organization or reorganization. Members are encouraged to become dues-paying Party Members.

A) Precinct Officer

A Precinct Officer is elected at the initial Precinct Organization or planned Re-Organization.

B) Paid Party Member

A Paid Party Member is an individual who completed the required BCRP membership application, paid their individual or family annual BCRP Dues, and has not had their membership revoked.

All individuals are encouraged to participate in BCRP membership. The BCRP Executive Committee establishes the BCRP Dues structure. Each Paid Party Member receives benefits as determined by the BCRP Executive Committee.

All Members are subject to the BCRP Rules and Bylaws. Failure to adhere to these Rules and Bylaws could result in individual membership revocation and their participation in BCRP meetings, events, and activities terminated as determined by a simple majority vote of the BCRP Executive Committee quorum

present. A member whose membership has been revoked and desires membership in the future must be approved by the BCRP Executive Committee.

BCRP members can regularly participate in several ways within their respective precincts and their county organization, and potentially at the state and/or district level. The BCRP members are encouraged to participate in the various BCRP Standing Committees, Point Teams, and Special Committees (as needed). At the state level, there are many boards and commissions that could benefit from BCRP member participation.

RULE IV

OFFICERS

A) Elected officers of the BCRP shall be a Chairman, a First Vice Chairman, a State Executive Committeeman, a Secretary, and a Treasurer. Additional Vice Chairmen (i.e., Second Vice Chairman, Third Vice Chairman) can be elected as well. These elected officers can also be elected and serve as precinct officers, however, only retain a single vote as applicable. For example, if the First Vice Chairman is also an Executive Committeeman, he only has one vote during any BCRP Executive Committee meeting. Conversely, if these elected officers are not BCRP Executive Committeemen, they cannot vote during BCRP Executive Committee meetings, the exception being the BCRP Chairman who can cast a tie-breaking vote. Per the SCGOP Rules (Rule 5), the County Convention shall elect the BCRP Chairman, a BCRP First Vice Chairman, and a BCRP State Executive Committeeman. Other officers can be elected if deemed necessary by the Convention Officers. Otherwise, the BCRP Secretary, ~~and~~ Treasurer, Second Vice Chairman (if desired by a simple majority of the Party Officers), Third Vice Chairman (if desired by a simple majority of the Party Officers) can be elected at a regular BCRP Executive Committee meeting. Per SCGOP Rule 5, it is preferable that the County Chairman and First Vice Chairman be of opposite sex but not required.

B) Additional BCRP officers elected at Convention or appointed by the BCRP Chairman with the concurrence of the BCRP Executive Committee quorum may be a Parliamentarian and such other officers as may be needed. C) Duties of the Officers:

1. CHAIRMAN

- a. Shall be the chief executive officer responsible for the general supervision of the affairs of the Party and County Executive Committee.
- b. Shall have a working knowledge of *Robert's Rules of Order Newly Revised*.
- c. Shall be the official media spokesperson for the BCGOP on all occasions unless by these rules this duty may be assigned to another County Executive Committeeman.
- d. Shall be an ex-officio member of all committees.
- e. May, as deemed necessary and subject to approval by a quorum of the BCRP Executive Committee, appoint a Parliamentarian.
- f. Shall appoint standing or special committees and their chairman.

- g. May issue checks only in accordance with these bylaws and rules established for the Finance Committee.
- h. May not, in an official capacity, publicly endorse or financially support any candidate in any partisan election contested by more than one Republican candidate.

2. FIRST VICE CHAIRMAN

- a. Shall act in lieu of the Chairman in the absence thereof.
- b. Shall, in the event of the Chairman's vacancy, assume the duties and responsibilities of the Chairman until a Chairman is duly elected in accordance with these by-laws.
- c. Shall have a working knowledge of *Robert's Rules of Order Newly Revised*.
- d. Shall, with the Chairman's approval:
 - i. Coordinate speakers for monthly BCRP Executive Committee meetings, as required.
 - ii. Coordinate speakers for the monthly BCRP breakfast meetings.
 - iii. Coordinate educational events for the benefit of the BCRP.
 - iv. Coordinate any other program and/or program-related activities upon the request of the Chairman.
- e. May not, in an official capacity, publicly endorse or financially support any candidate in any partisan election contested by more than one Republican candidate.

3. STATE EXECUTIVE COMMITTEEMAN

- a. Shall represent the Party at the State level but shall not hold any other elected office within the BCRP (i.e., county level officers), such as the office of Chairman, First Vice Chairman, Secretary, or Treasurer.
- b. Shall present a monthly report of his efforts at the State level to the BCRP Executive Committee.

4. SECRETARY

- a. Shall maintain records containing the by-laws, most recent precinct re-organization participation list, any special rules of order, standing rules, and properly recorded minutes and Committee reports.
- b. Shall provide, as required, any/all reports to SCGOP headquarters.
- c. Shall have access available for BCRP records at every meeting.
- d. Shall prepare the agenda for the County Executive Committee meetings and County Convention.
- e. Shall publish or cause to be published minutes based upon the prepared agenda from the scheduled BCRP Executive Committee meeting.

5. TREASURER

- a. Shall be the Chief Financial Officer of the BCRP.
- b. Shall collect all monies due to the BCRP.
- c. Shall maintain a record and account of properties and assets of the BCRP.
- d. Shall be authorized to make payment of all just debts in accordance with these rules and rules established for the BCRP Finance Committee.
- e. Shall submit a written report to the BCRP Executive Committee at each monthly meeting, listing all receipts, disbursements, balances and liabilities, and make such report available for the secretary's records.
- f. Shall serve as Chairman of the Finance Committee.
- g. Shall perform other duties at the request of the BCRP Chairman or BCRP Executive Committee.

6. SECOND VICE CHAIRMAN, THIRD VICE CHAIRMAN

- a. Shall act in lieu of the Chairman in the absence thereof, specifically if the First Vice Chairman is absent as well.
 - b. Shall, in the event of the Chairman's and First Vice Chairman's vacancies, assume the duties and responsibilities of the Chairman until a Chairman is duly elected in accordance with these by-laws.
 - c. Shall have a working knowledge of *Robert's Rules of Order Newly Revised*.
 - d. Shall, with the Chairman's approval:
 - i. Serve as Chairman's representative, as required.
 - ii. Serve as First Vice Chairman in his absence, with the Second Vice Chairman having primary responsibility, then if required due to absence of the Chairman, First Vice Chairman, and Second Vice Chairman, the Third Vice Chairman will serve as the Chairman.
 - iii. Support educational events for the benefit of the BCRP.
 - iv. Support any other program and/or program-related activities upon the request of the Chairman.
 - e. May not, in an official capacity, publicly endorse or financially support any candidate in any partisan election contested by more than one Republican candidate.
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RULE V

BERKELEY COUNTY REPUBLICAN PARTY (BCRP) EXECUTIVE COMMITTEE

- A. The precincts in the County shall be operated under the control of a BCRP Executive Committee, the membership of which shall consist of one (1) committeeman from each precinct (elected by that precinct) and the elected officers of the Party.
- B. The purpose of the BCRP Executive Committee shall be to advise, authorize, review, and/or endorse actions of the BCRP Chairman in transacting the daily business of the BCRP and to support the election of Republican candidates.
- C. The BCRP officers and the BCRP County Executive Committeemen shall serve until the convening of the County Convention in each non-election year.
- D. Resignation of an officer must be submitted in writing to the BCRP Chairman. Resignation by a County Executive Committeeman shall be to the President of his precinct and the County Chairman. Resignation by the State Executive Committeeman shall be to the BCRP Chairman, County Secretary, State Chairman, and State Secretary.
- E. Vacancies: The BCRP Chairman may remove any committee chairman except the Finance Committee Treasurer, at any time and may also fill vacancies among any elected officers, with the simple majority vote of a quorum by the BCRP Executive Committee. The BCRP Chairman may, on his own decision, fill any vacancies among the committee chairmen.
- F. Should the office of the BCRP Chairman become vacant, the BCRP Executive Committee shall fill the vacancy by electing a Chairman for the unexpired term. The First Vice Chairman (and any other Vice Chairman) may succeed to the office of Chairman only on his election to that office. Such succession by vote of the BCRP Executive Committee shall be viewed as an election not an appointment.
- G. Meetings: Regular meetings of the BCRP Executive Committee shall be on a date set and location determined by the BCRP Chairman. No meeting shall be held without each member of the BCRP Executive Committee having been given at least twenty-four (24) hours written notice thereof. The BCRP Executive Committee may also meet and act by telephone conference upon twenty-four (24) hours notice. For the purpose of these rules, unless otherwise specified, "written notice" shall be defined as mail by the United States Postal Service, electronic mail, or private mail delivery service.

Additional meetings of the BCRP Executive Committee may be called by the BCRP Chairman. Additionally, any three BCRP Executive Committee members, or ten percent (10%) of the BCRP Executive Committee's membership, whichever is greater, may call a for a meeting at such time and place as he or they may designate, but no meeting shall be held without each member having been given at least twenty-four (24) hours written notice thereof. For the purpose of these rules, unless otherwise specified, "written notice" shall be defined as mail by the United States Postal Service,

electronic mail, or private mail delivery service. BCRP Executive Committeemen are required to provide the BCRP Chairman with their current mailing and email address.

H. When any member of the BCRP Executive Committee wishes to present a Resolution for consideration, said member must present the Resolution to the BCRP Chairman and BCRP Secretary not less than ten (10) calendar days prior to the next regular BCRP Executive Committee. The notification period is necessary to make both Officers aware of the upcoming proposal and allow the BCRP Secretary adequate time to add the topic to the agenda for distribution to the BCRP Executive Committee. The origin of any proposed Resolution shall be disclosed by the presenting Executive Committee member at the announced BCRP Executive Committee meeting. The Executive Committee Member proposing any Resolution shall make the formal presentation and be responsible for any and all actions required to amend the proposed Resolution.

I. The BCRP Executive Committee shall establish a Dues structure for Party Members.

RULE VI

PRECINCT REORGANIZATION

A) Reorganization

1. The BCRP Chairman will establish and announce the schedule for precinct reorganization no later than January 31 or two (2) calendar months prior to the Convention, whichever is earlier. The meetings will be held according to all applicable state election law and SCGOP Rules.
2. The BCRP Chairman shall also set a date no later than two (2) weeks (14 days) prior to the County Convention for precincts to meet that have failed to organize or reorganize or that need to conduct further business. This make-up meeting for all precincts shall be held in one central location in the county. Unorganized precincts may be organized at any time and shall be immediately recognized by the County Executive Committee without a make-up meeting. Provided reorganization rules are followed.
3. Officers to be elected at the precinct organizational meeting are:

President, County Executive Committeeman, and Secretary. Other officers may be elected at the discretion of the precinct participants.
4. No BCRP Precinct Officers, Executive Convention Delegates shall be elected or appointed after the close of the make-up reorganization meeting.
5. A convention rules committee consisting of members of the BCRP Executive Committee will be appointed by the BCRP Chairman. These rules will be discussed and voted upon by the BCRP Executive Committee. The rules must be established no later than one (1) calendar week (7 days) before the County Convention.
6. Delegates to County and State Conventions must meet the requirements of Rule II.

B) Duties

7. The Precinct President, or the temporary Precinct President if initial organization, shall conduct the precinct meeting. The Precinct President is encouraged to attend BCRP Executive Committee meetings but will vote only if his Executive Committeeman is not present.

8. The Executive Committeeman shall represent his precinct at all meetings of the BCRP Executive Committee and shall be the voting member of his precinct. Precinct Committeeman, Precinct Presidents, or person having a signed proxy from the Precinct Committeeman must sign in to be eligible to vote and to be recorded as having attended said meeting.

9. The Secretary of the precinct shall be responsible for completing all required forms regarding the precinct organization and shall forward the same to the BCRP Chairman within the time specified. He shall also keep minutes of the meeting(s) and an attendance record.

C) Descriptions of Precinct Officers

1. President

- a) Sets meetings for precincts.
- b) Presides at precinct meetings.
- c) Can preside over precinct reorganization.
- d) Attends County Executive Committee meetings.

2. County Executive Committeeman

- a) Votes on behalf of the precinct at BCRP Executive Committee meetings.
- b) Maintains contact with and reports to the precinct members when appropriate.
- c) Attends all regularly scheduled and special BCRP Executive Committee meetings.
- d) In the event he is not able to attend a particular BCRP Executive Committee meeting, will solicit the Precinct President to attend or if applicable, the Precinct Vice President, or when desirable, provide a written proxy notice to another member of the same precinct to attend and represent (including vote) the precinct at the BCRP Executive Committee meeting.
- e) Shall notify BCRP Treasurer of any financial account established for his precinct. Shall meet with BCRP Treasurer to complete semi-annual account audits. Should the Precinct have more than one elected officer, the officer not serving as the Executive Committee Member shall serve as the Treasurer if precinct acquires funds for official purpose.

3. Secretary

- a) Keeps meeting records/minutes.
- b) Keeps a list of precinct members and forwards the same list to BCRP Secretary.
- c) Maintains contact with and reports to the precinct when appropriate.

4. Treasurer

- a) Receives, disburses, and accounts for funds generated by the precinct under supervision of the Precinct Executive Committeeman and President.

- b) Any BCRP Precinct that acquires funds (donations, contributions, sales, etc.) must keep records for review, for a period of not less than seven years.
- c) The BCRP Finance Committee will conduct semi-annual financial reviews of BCRP Precincts that maintain any form of funding account (checking, savings, business, cash box, digital 'banking' such as Venmo, Etsy, PayPal, etc.
- d) The semi-annual BCRP Precinct financial records reviews will take place in the 1st and 3rd quarters of each calendar year (Jan-Mar/ Jul-Sep).
- e) Should the BCRP Precinct become disestablished (fail to re-organize, elected precinct officers resign, banned, etc.) and have a positive funding balance, all residual funds will immediately paid in full to the BCRP Treasurer.

5. 1st Vice President

- a) Fills in for President when necessary.

6. Delegate to County Convention

- b) Attends County Convention to vote on business matters related to County Convention.

D. Guidelines for Conducting Initial Precinct Organization and Reorganization Events

1. The South Carolina Republican Party shall provide specific guidance and rules for conduct of all South Carolina Republican Party Precinct Organization and Reorganization events.
 2. As appropriate, the BCRP Chairman or designated alternate shall preside over BCRP precinct elections.
 3. Each precinct shall adhere to the South Carolina Republican Party Rules during any precinct elections.
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RULE VII

ATTENDANCE

A) The BCRP Executive Committee may declare vacant the office of any Officer or Executive Committeeman of the Party, who is absent from three or more (3) consecutive BCRP Executive Committee meetings in any running twelve (12) month period when in the event such Officer has not authorized his respective proxy to attend in his place. The Officer removed shall be notified by mail and given the opportunity to appeal the decision before the BCRP Executive Committee. The Officer pending removal can appeal the decision by submitting formal notice of appeal (letter to BCRP Chairman) within 30 days of receipt of the letter informing that Officer of the pending notification of removal. See Rule XVI for additional information.

B) If an elected Officer or Executive Committeeman becomes disabled and cannot act or serve, or if he abandons his office by refusing to serve, he shall be notified by the BCRP Chairman, upon concurrence of a quorum of the BCRP Executive Committee in attendance when the vote is taken, that his office will be declared vacant effective thirty (30) calendar days from the date of the notice, unless that person gives earlier notice of his resignation or unless, within that time, he resumes the full duties of his office or

provides a reason acceptable to the BCRP Executive Committee as to why his office should not be declared vacant.

- C) A vacancy shall occur immediately if any elected or appointed Officer or Executive Committeeman moves his residence outside the geographical area his office encompasses. Such vacancy shall be filled in accordance with the provisions of these rules.
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RULE VIII

PROXIES

- A. A proxy shall be a person with written authorization (written letter or electronic communication) to act on behalf of any BCRP Executive Committeeman. To be valid, the authorization must be in writing, dated, and signed by the author (or apparent with electronic media who the author is), giving the full name and address of the person designated as proxy and specifying the meeting for which the authorization is given. One executed copy of the authorization shall be given to the BCRP Chairman or recording Secretary. An authorization shall also contain a statement that the proxy consents to the appointment. A BCRP Executive Committeeman may appoint a proxy only from his own precinct and must be a resident of the precinct's geographic area. An authorized proxy serves to vote in place of a BCRP Executive Committeemen for only that meeting.
- B. No proxy shall be authorized to designate a substitute or successor proxy. However, an author of a proxy (i.e., BCRP Executive Committeeman) may designate successive proxies in the event the proxy first designated does not attend.
- C. If a BCRP Executive Committeeman does not attend a scheduled meeting, and does not appoint a proxy in writing, the BCRP Precinct President or BCRP Precinct Vice-President, when the BCRP Executive Committeemen is absent, shall be considered an automatic proxy at such meeting and no written authorization is required.
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RULE IX

QUORUM

- A. The quorum for all business of the BCRP Executive Committee shall be not less than 33.3 percent of voting members of the BCRP Executive Committee. 33.3 percent of all organized BCRP precincts must have a BCRP Executive Committeeman, the BCRP precinct President, BCRP precinct First Vice President or an authorized proxy in attendance to meet the quorum requirements.
- B. A quorum of all County Conventions of the Party shall be a simple majority (50% plus 1 vote) of the delegates elected thereto.

RULE X

FINANCES

A. Events

1. No one is empowered to incur indebtedness or financial obligation on the part of the Berkeley County Republican Party unless:

- a. Authorized to do so by both the BCRP Chairman and the BCRP Executive Committee.
- b. The amount falls within the limitations of the BCRP Finance Committee Rules. "The Finance Committee and Committee Rules and Responsibilities" are established and maintained in a separate document. "The Finance Committee Rules and Responsibilities" are subject to the same rule/bylaw revision addressed in the BCRP Rules and Bylaws, Rule 1.
- c. The amount of the indebtedness or obligation is not greater than the available funds in the bank as reported by the BCRP Treasurer.
- d. A detailed proposal justifying the indebtedness or financial obligation has been presented to and approved by both the BCRP Chairman and the BCRP Executive Committee.
- e. Any contracts, involving any amount, pertaining to the indebtedness or obligations, must be signed by the BCRP Chairman and approved by the BCRP Executive Committee.
- f. No front monies (advances) will be released until a detailed proposal has been presented to and approved by both the BCRP Chairman and the BCRP Executive Committee.

B. Other Financial Matters

1. All checks issued by the BCRP Treasurer shall be signed by the BCRP Treasurer and countersigned by the BCRP Chairman or the BCRP First Vice-Chairman. The names of the BCRP Chairman, the BCRP Treasurer, and the BCRP First Vice-Chairman shall be certified to the bank of deposit.
 2. A Treasurer's Report shall be given at every BCRP Executive Committee meeting and filed with the BCRP Secretary. The information contained therein shall include, but not be limited to, expenditures and their nature, as well as the source of deposits.
 3. An audit shall be conducted within two calendar months (not to exceed 60 days) following the close of the BCRP County Convention for the preceding fiscal year. A fiscal year is interpreted as January to December of any given year.
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RULE XI

GENERAL RULES FOR ALL COMMITTEES

A) The membership of each of the named committees shall be selected in the following manner:

1. The BCRP Chairman shall appoint a Chairman for each committee (except the Finance Committee) as deemed necessary
2. Each appointed Chairman shall recommend to the BCRP Chairman persons to serve on his committee. The BCRP Chairman reserves the right to deny/disapprove any recommended person on any BCRP committee.

B) The terms of office of all said committee members shall be for two (2) years, with the terms to expire when their successors are duly appointed or selected.

1. Vacancies in committees during terms of office shall be filled by the same procedures specified in paragraph (A, 1) above.
 2. The failure of a committee member to attend two (2) consecutive meetings or any three (3) meetings during his term of service shall constitute resignation from such committee unless previously discussed with the BCRP Chairman and the Committee Chairman.
 3. The BCRP Chairman has the authority to remove any committee member for cause.
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RULE XII

STANDING COMMITTEES

Standing Committees that have perpetual existence in the Berkeley County Republican Party. A)

The Standing Committees of Berkeley County Executive Committee shall be:

1. Protocol Committee: This Committee's responsibility shall include precinct reorganization and County Convention to be organized at the BCRP Chairman's discretion and shall handle any and all such other matters as referred to by the BCRP Chairman.
2. Communication Committee: This Committee's responsibility shall include crafting communication and disseminating routine communication dedicated to the mission of electing Republicans to office, increasing membership, engaging members, and promoting the Republican platform.
 - a. There shall be one official fan page on Facebook known as the Berkeley County Republican Party that shall serve as the official informational page of the Party and shall be controlled by the BCRP Chairman, and/or his designees, and by the Chairman of the Communication Committee of the Berkeley County Republican Party.
 - b. The Chairman is also authorized to have a webpage, which may include but not be limited to the following: a list of Berkeley County Republican elected officials; information about filing to run for office; organized precincts within the county, and officers of the County and State Parties; BCRP and State Party Rules, a calendar of events; and an online form for joining and paying dues, or any other informational aspect that promotes the Party.

- c. At the discretion of the BCRP Chairman, additional communication may be conducted via email, text, hard copy, or some combination thereof.
3. Rules/Bylaws Committee: This Committee's responsibility shall include revisions necessitated by any rule adoption – both bylaw and standing rule.
4. Finance Committee: This Committee's responsibility shall include the Party's financials and audit responsibilities and shall be governed by the Standing Rule on Finances. For further information refer to "The BCRP Finance Committee Rules and Responsibilities" document attached and incorporated hereto.
5. Special Events Committee: This Committee's responsibility shall include any and all special events or programs of the BCRP organization as referred by the BCRP Chairman or a vote of the BCRP Executive Committee.
6. Membership Committee: This Committee shall be responsible for actively recruiting and expanding the members of the Berkeley County Republican Party. This committee and its members will engage in outreach activities as approved by BCRP Chairman. Committee Chairman will maintain accurate list of current paid members. BCRP Officers and committee chairmen are responsible for the safeguarding and protection of members' personal identifiable information (PII—names, addresses, email address, phone numbers, birthdates, etc). This information is a need-to-know dataset, and its release and use will be determined by the BCRP Chairman and confirmed by vote of the BCRP Executive Committee.
7. Young Republicans Committee: This Committee's responsibility shall include recruiting new Young Republicans (generally ages 18-40) and engaging young voters with the Republican Party.
8. Faith Policy Education Committee: This Committee's responsibility shall be to improve voters' understanding of the role of faith in the founding of our country and how our faith can and should inform our public policy positions and our votes. To accomplish this, the committee's strategy will be to conduct relevant education and outreach. Specifically, the committee will work to connect with Republican voters and offer them resources, educational events, and educational series from a variety of sources. Additionally, the Committee will connect with those in the faith community to invite them to share and experience these same resources.
9. Organization Committee: This Committee's responsibility shall include the outreach and support to organize new precincts, previously organized but subsequently disestablished following the formal Precinct Reorganization events and support for organized and active precincts. Activities can include but are not limited to phone calls, door-to-door canvassing (two-person safety rule), electronic communications outreach, and/or regular mail flyers. All activities are considered potential media contacts and must be approved by the BCRP Chairman.
10. Customer Relationship Management (CRM) System Oversight Committee
 - a. The Berkeley County Republican Party may maintain a Customer Relationship Management system, hereafter referred to as the CRM, for the purpose of maintaining

membership records, volunteer information, communication lists, event participation records, organizational coordination, and other functions made available through the CRM platform by the vendor.

- b. Direct Access to the CRM shall be limited to the following individuals:
 - i. BCRP Chairman
 - ii. Chairman of the Membership Committee
 - iii. Chairman of the Organization Committee
 - iv. Chairman of the Communication Committee
 - v. One individual from within the Executive Committee recommended by the BCRP Chairman and approved by the Executive Committee.

These individuals shall serve as the operational administrators of the CRM system and shall be responsible for maintaining accurate records, managing communication lists, and supporting Party organizational activities.

Any violation of the Berkeley County Republican Party Rules and Bylaws by an individual with operational access to the CRM system shall result in the immediate suspension of that individual's access by the CRM Oversight Committee pending review.

The CRM Oversight Committee shall conduct a review of the alleged violation and prepare a written report outlining findings and recommendations, which shall be submitted to the Executive Committee for consideration.

Any removal or replacement of such individual shall be brought before the Executive Committee for discussion and must be approved by a vote of the Executive Committee.

- c. Oversight of the CRM System shall be vested in the elected officers of the Berkeley County Republican Party consisting of:
 - i. BCRP Chairman
 - ii. BCRP First Vice Chairman
 - iii. BCRP Second Vice Chairman
 - iv. BCRP Third Vice Chairman
 - v. BCRP Secretary
 - vi. BCRP Treasurer

These officers shall serve as the CRM Oversight Committee.

- d. The CRM Oversight Committee shall develop, review, and recommend policies governing the use, security, protection, and administration of CRM data and shall ensure compliance with the Berkeley County Republican Party Rules and Bylaws. Any policy, amendment, expansion, or modification proposed by the CRM Oversight Committee must be submitted to the Executive Committee for approval. No such policy or change shall take effect unless approved by a vote of the Executive Committee.
- e. All information contained within the CRM System shall be considered confidential Party information. This includes, but is not limited to:
 - i. Membership records;
 - ii. Executive Committeemen contact information;

- iii. Volunteer and supporter information;
 - iv. Internal communication lists.
- f. CRM Data shall not be copied, exported, transferred, sold, or distributed for personal use, commercial use, or any organization or political activity not authorized by the Berkeley County Republican Party Executive Committee.
 - g. Any person granted access to the CRM system shall safeguard login credentials and take reasonable measures to prevent unauthorized access to Party data.
 - h. All CRM data shall remain the property of the Berkeley County Republican Party. Any person leaving a Party office, committee position, or administrative role with CRM access shall immediately relinquish all access and return any exported data upon request of the BCRP Chairman.
 - i. Unauthorized use, disclosure, or distribution of CRM data may result in removal of system access and may constitute grounds for disciplinary action under these Rules and Bylaws.
 - j. Annual Data Security Agreement Requirement
 - i. All individuals granted access to the CRM system shall be required to review and execute an annual Data and Security Agreement as approved by the Executive Committee. Execution of this agreement shall be required prior to being granted or maintaining access to the CRM system. Failure to execute or renew the required agreement shall result in suspension or denial of system access.
 - ii. The CRM Oversight Committee shall be responsible for administering and maintaining records of all executed agreements and ensuring compliance with this requirement.

B) Appointment of Committee Chairmen and Members:

1. All standing committees must be chaired by either a BCRP Executive Committeeman or BCRP Precinct President and shall be appointed by the BCRP Chairman, except for the Finance Committee, wherein the BCRP Treasurer (an elected position) shall serve as Chairman.
 2. Members of each committee shall be appointed by the BCRP Chairman.
 3. The BCRP Chairman shall be an ex-officio member of all committees.
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RULE XIII

SPECIAL COMMITTEES

- A) Special Committees may be appointed by the BCRP Chairman for designated purposes. The BCRP Chairman shall appoint the Chairman of any Special Committee and shall appoint its committee

members. When the Special Committee has completed the business assigned to it, the committee shall be dismissed.

- B) All Special Committees must be chaired by either a BCRP Executive Committeeman or BCRP Precinct President and shall be appointed by the BCRP Chairman.
 - C) The BCRP Chairman shall be an ex-officio member of all Special Committees.
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RULE XIV

BCRP POINT TEAMS

- A) BCRP Point Teams are ad-hoc groups that follow government entities or critical issues. Members of Point Teams are BCRP volunteers with the passion and dedication to observe and report on operations and identify critical issues. The BCRP Chairman has the authority to establish or dissolve a BCRP Point Team as need arises.
 - B) Established (but not limited to) BCRP Point Teams include:
 - 1. Berkeley County Government
 - 2. Berkeley County School Board
 - 3. Berkeley County Elections Commission
 - 4. Goose Creek Municipal Government
 - 5. Hanahan Municipal Government
 - 6. Moncks Corner Municipal Government
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RULE XV

CONDUCT OF MEETINGS

- A) BCRP Officers and others in attendance with a vote shall be allowed to address issues or vote on issues. Non-voting members in attendance may be recognized, at the discretion of the BCRP Chairman, to address an issue.
- B) Audio and/or video recordings, of any kind, recorded by any type of device, of any BCRP Executive Committee Meeting is prohibited, except for the BCRP Secretary capturing commentary for official Meeting Minutes. Any BCRP Member found to have recorded or possess any recorded BCRP Executive Committee meeting/event is subject to membership revocation and/or participation termination per Rule III.
- C) Executive Committee members should excuse themselves from the meeting room should the need arise to participate in a telephone-supported discussion. No live telephone calls shall be conducted by any BCRP Executive Committee meeting participant unless authorized by the BCRP Chairman; this call shall not be recorded by any participant during the telephone call.
- D) BCRP Meeting Agendas will be approved by the BCRP Chairman and provided to BCRP Executive Committee members prior to convening each BCRP meeting.
- E) After all agenda items have been addressed, the floor may be opened to public comments. At that time, any person may request the floor, and comments are not to exceed three (3) minutes or less as determined by the BCRP Chairman. Public comments must be germane to the business of the BCRP, official charities supported by the BCRP, new issues pertaining to the BCRP and other topics

that are in the best interest of the BCRP. Private, profit-based or non-profit business pursuits, business ventures or activities for personal gain as determined by the BCRP Chairman will not be afforded the opportunity to participate in public comments.

- F) Should the need arise, the BCRP Chairman may move to convene a separate BCRP Executive Session during any regularly scheduled BCRP Executive Committee meeting. BCRP elected officers, BCRP Executive Committee Members (or their Proxy) and other authorized elected officials as necessary may remain in the meeting room; all other participants could be excluded from this Executive Session as determined by the BCRP Chairman. When the Executive Session is complete, the BCRP Chairman will move to re-convene the regularly scheduled BCRP Executive Committee meeting to complete the planned agenda.
 - G) Literature, flyers, hard copy media and/or any items that do not support the BCRP or SCGOP Platform will not be distributed before, during or after any BCRP meeting. Formally announced Republican candidates for publicly elected office or position may distribute campaign media and are responsible for collection following any BCRP meeting or event. Candidates and associated campaign members must adhere to local facility requirements and regulations for posting or displaying campaign advertisements, signage, etc.
 - H) All authorized BCRP meeting participants and guests are expected to observe considerate behavior and dialogue. Uncalled for disruptions, shouting, distractions and other event protocol violations before, during and after BCRP meetings while at the BCRP-funded or sponsored event could result in participant and guest removal, and law enforcement engagement as necessary. Continued and/or repeated disruptive behavior will be addressed by the BCRP Executive Committee and could result in individuals being banned indefinitely from any following BCRP events (meetings, gatherings celebrations, fund-raising activities, etc.). Removal from any BCRP-funded or sponsored event will be documented with the individual receiving written notification of action taken.
 - I) All meetings will be guided by *Robert's Rules of Order Newly Revised*.
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RULE XVI

APPEALS

- A) Controversies that may arise in precinct organization shall be decided on appeal by the BCRP Executive Committee or the SC State Executive Committee as appropriate and in keeping with applicable bylaws.
- B) Any individual who has been subject to any administrative action (censured and/or banned from BCRP meeting and events) has the right to appeal. Any formally requested written appeal shall be submitted to the BCRP Chairman, unless the grievance or disagreement is with the Chairman, in that case the appeal shall be filed with the First Vice Chairman. The written appeal shall include discussion of the circumstances that led to removal and reasons for reinstatement and/or approval in future BCRP events (meetings, gatherings, celebrations, fund-raising activities, etc.).
- C) The BCRP Executive Committee will convene within seven (7) calendar days to determine validity of the appeal (in person or video/audio supported teleconferencing application). This meeting will be presided over by the BCRP Chairman or First Vice Chairman as appropriate. A simple majority vote (50% plus one) of those BCRP Executive Committeeman in attendance (a quorum is required) will decide final action. This meeting's actions, participants, and documents will be written and captured by the BCRP

Secretary. This same process will apply to those members of the BCRP that are found to have committed an act of moral turpitude.

RULE XVII

RESIGNATIONS, VACANCIES

- A) Resignations and vacancies are handled as prescribed in SCGOP Rule 5 “County Organization” (e), ‘Resignations/vacancies.’
 - B) The BCRP Secretary shall keep a current roll of precinct members, removing names because of death, relocation out of precinct, resignation, request, or other cause. New precinct members may be added as indicated by state party rules. The roll (name only) should be accessible to all members. BCRP Officers and committee chairmen are responsible for the safeguarding and protection of members’ personal identifiable information (PII—names, addresses, email address, phone numbers, birthdates, etc.). This information is a need-to-know dataset, and its release and use will be determined by the BCRP Chairman and confirmed by vote of the BCRP Executive Committee.
 - C) Any person convicted of a felony or crime of moral turpitude within the Berkeley County Republican Party may be subject to membership revocation and potential banning from the BCRP as outlined in the BCRP Rules and Bylaws within.
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RULE XVIII

CANDIDATE FINANCIAL SUPPORT POLICY

- A) The BCRP may provide financial support to qualified candidates.
 - B) Primary campaigns are not eligible for BCRP financial support.
 - C) No campaign contested by two or more Republicans will receive funds. Candidates running unopposed by any other party shall not receive funds. D) Funds are paid by check to official campaign accounts ONLY.
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RULE XIX

BCRP BREAKFAST MEETING

- A) The BCRP Breakfast is an official monthly meeting of the Berkeley County Republican Party.
- B) The purpose of this meeting is to grow the Republican Party and to have fellowship with current and potential Party members.
- C) It is generally held on one Saturday of the month at a predetermined location, usually starting at 8:30 AM.
- D) The BCRP Chairman, or his designee, presides at the BCRP Breakfast and sets its agenda.
- E) Generally, the BCRP Breakfast will host a political or governmental speaker, candidate, or political forum, or an appropriate speaker/event germane to the BCRP mission.

- F) The BCRP Chairman reserves the right to cancel any BCRP Breakfast Meeting and shall notify members and participants as soon as reasonably possible should the meeting change venue, time, or date. Notification can occur via email, text messaging, phone calls or signage as late as the start time of the BCRP Breakfast Meeting itself.
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RULE XX

BCRP CODE OF CONDUCT

- A. A paid member of the BCRP may petition the BCRP Executive Committee for the revocation of membership of any other paid member who has been proven by clear and convincing evidence as presented to the BCRP to have demonstrated by their behaviors and conduct to be an opposition force contrary to the mission of the BCRP. Revocation requires a confirmation vote of two-thirds of the BCRP EC members present at any officially convened BCRP EC meeting that meets the quorum requirements.
- B. The BCRP shall adhere to the Code of Conduct described in the Rules of the South Carolina Republican Party. As stated,
- 1) No individual who holds any Party office or delegate or alternate position may be a party to any legal action against the Party at any level or against Party officers in their official capacities. Doing so shall result in an immediate vacancy of said office or delegate or alternate position.
 - 2) The State Executive Committee alone may declare “unorganized” any entity or level of organization created under these Rules for repeated failure to abide by these Rules. Such declaration shall require a three-fourths (3/4’s) vote of the entire membership of the State Executive Committee, which shall prompt the organization of the effected entity as provided for in these Rules.
 - 3) Any officer, delegate or alternate who publicly endorses or financially supports a candidate for partisan office other than a duly nominated Republican candidate, unless there is no Republican nominee in the relevant race, shall immediately vacate their Republican Party office. The State Executive Committee may waive this provision in statewide and multicounty elections, and the county executive committees may waive this provision for their county and less-than-county elections.
- C. The BCRP adopts the **Republican Creed**.
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REPUBLICAN CREED

I do not choose to be a common man. It is my right to be uncommon.

If I can seek opportunity, not security, I want to take the calculated risk to dream and build, to fail and to succeed. I refuse to barter incentive for dole.

I prefer the challenges of life to guaranteed security, the thrill of fulfillment to the stale calm of utopia.

I will not trade freedom for beneficence, nor my dignity for a handout.

I will never cower before any master, save my God.

It is my heritage to stand erect, proud, and unafraid. To think and act for myself, enjoy the benefit of my creations; to face the whole world boldly and say, "I am a free American."