

Proposed Changes Key:

- ~~Change Language~~
- Replacement Language
- New Language/Additions
- ~~Removed~~

Date Voted on by SPRCC Convention: _____

Passed: _____ Failed: _____

Basis of Amendment:

Responsibilities for some of the Officer positions were vague. The proposed changes provide a definition of minimum requirements for those elected to fill an officer position within SPRCC. We also added language to ensure digital accounts and social media site passwords and credentials are shared at all times.

ARTICLE VII Duties of Officers

Section 1 Chair

In addition to the other duties set out herein, the Chair shall perform the executive functions of this organization, implement, manage and transact the day-to-day activities and business of this organization, and fulfill any duties responsible by another Executive Committee Member (i.e. Deputy Chair, Secretary, or Treasurer) if the position of Deputy Chair is vacant. The Chair is also responsible to carry out the following duties:

- A. Serve as a member of the Fourth Congressional District Full Committee and otherwise act as liaison with the Fourth Congressional District Full Committee and its officers;
- B. Be the chief spokesperson of this organization
- C. Preside over the Full Committee and Executive Committee, and provide for the temporary organization and committees of city officers;
- D. Appoint committees as set forth in this constitution;
- E. **Oversee the Constitutional Committee, the Fundraising Committee, the Nominations Committee, and is responsible for appointing a Chair and Secretary to the Constitutional Committee;**
- F. Delegate duties to other city officers, and;
- G. Execute the directives of the ~~Fourth Congressional District Full or Executive Committees, or those of the~~ **SPRCC City Convention, Full City Committee, or the SPRCC Executive Committee.**
- H. **Along with the Secretary is responsible for maintaining credentials for social media and digital accounts and for ensuring continuity of access to those accounts with their successors. Both the Chair and the Secretary are to have full access to all such accounts at all times.**

Section 2 Deputy Chair

The Deputy Chair should back up the Chair in the event the Chair is unable to run an SPRCC City Convention, Full City Committee Meeting, SPRCC Executive Committee meeting, or SPRCC Caucus. When any of the duties of a city officer cannot be performed, the Deputy Chair shall temporarily assume the office of the non-performing officer and perform the duties of the officer until the officer is able to perform. The Deputy Chair may delegate such duties to other persons.

The Deputy Chair is also responsible for assisting the chair in carrying out the following duties:

- A. Being on the Finance Committee and working with the Treasurer, who is the Committee Chair, appointing a Secretary and inviting other members to the Finance Committee to help with fundraising activities, and;
- B. Chair of the search and nominations committee to find qualified candidates for endorsement for public office. In the absence of a Search and Nominations Committee, the SPRCC Executive Committee shall be the committee.

Section 3 Secretary

The secretary shall perform the duties incidental to the office of secretary and carry out the following duties:

- A. Keep and read the minutes of all city committee and executive meetings and of all city conventions;
- B. Keep the records and official papers of the organization not otherwise consigned to the care of any other member;
- C. Maintain a current roll of all city officers, delegates and alternates;
- D. Send out and receive correspondence;
- E. Make the records of the organization available to appropriate persons at any reasonable time, and;
- F. Send out periodic reports on the activities of this organization to BPOU chair of districts within the city.
- G. Along with the Chair, is responsible for maintaining credentials for social media and digital accounts and for ensuring continuity of access to those accounts with their successors. Both the Chair and the Secretary are to have full access to all such accounts at all times.

Section 4 Treasurer

The treasurer shall perform the duties incidental to the office of treasurer and carry out the following duties:

- A. Keep and be responsible for all funds, securities and instruments of ownership of the organization;
- B. Give and receive receipts on behalf of the organization;
- C. Deposit the organization's monies in designated depositories;
- D. Prepare and file regulatory reports required by all applicable laws;

- E. Sign checks and drafts issued in the name of the organization as directed by the Full Committee;
- F. Accept gifts, contributions or bequests on behalf of the organization;
- G. Keep the books and maintain the financial records of account in accordance with all applicable laws;
- H. Serve as a member **and Chair** of the standing Finance Committee;
- I. Report the state of the organization's finances to interested Republican committees and officers, and See that the budget is followed and report irregularities to the Executive Committee, and;
- J. The Treasurer shall be appointed by the Chair and approved by a majority vote of the Full Committee.

Section 5 Vice Chairs

There shall be one Vice Chair elected from each ward.

The Vice Chairs shall:

- A. **Monitor current activities and social media related to elected officials within the Ward in which they reside;**
- B. **Outreach to identify others who support the Republican principles within the Ward they reside in to participate in SPRCC Full Committee Meetings and Ward-Precinct Caucuses;**
- C. Also perform duties as assigned by the Chair and act as a liaison to his/her ward.

Section 6 Other Duties

Each officer shall perform additional duties at the discretion of the Full City Committee and/or the Executive Committee.

Section 6 Term

Officers shall serve a term of two years, or until a successor is elected.

Section 7 Vacancies

The Executive Committee shall fill vacancies within **thirty (30) ninety (90)** days.