

**RULES OF THE REPUBLICAN TOWN COMMITTEE OF THE
TOWN OF WOODBURY, CONNECTICUT**

As adopted 6 April 2023

Effective 10 June 2023

(60 days after the date filed with Secretary of the State on 10 April 2023)

NOTE:

Annotations showing sections of the Connecticut General Statutes (CGS), or the Connecticut Republican State Central Committee Rules and Bylaws (SR), are for convenience of reference only and are not a part of the WRTC Rules. Annotations are from web versions of the Statutes and Rules which may not be the most current and are not certified as to accuracy. Statutes and State Rules also may have been amended.

Always check the most recent version of the actual Statute or Rules for accuracy.

Article I. General

- 1.1 Rules Govern. These Rules shall govern the organization and procedures of the Republican Town Committee of the Town of Woodbury, Connecticut (the WRTC) until amended as authorized herein.
- 1.2 Conflicts. If there is a conflict between these Rules and an effective Connecticut General Statute (CGS) or an effective Connecticut Republican State Central Committee Rules and Bylaws (State Rules), the CGS and the State Rules shall take precedence over these Rules.
- 1.3 Call for Caucus. If a caucus is to be called, the Chair or the Vice Chair shall call such caucus, the call to designate the purpose(s), time, and place of the caucus, by publishing said call, at least five days before the day such caucus is to be held, in a newspaper having a circulation in the Town. If the Chair or Vice Chair shall fail or refuse so to act, a member of the State Central committee for the district containing the Town shall call the caucus.
- 1.4 Notices. Except as otherwise expressly provided in the CGS, the State Rules or these Rules, notices to any Member may be given by mail, fax, email, or telephone to the corresponding contact information for such Member as shown on the Roster of Members to be maintained by the Secretary. Each Member shall be responsible to keep the Secretary advised as to any changes in such Member's contact information.

Article II. Town Committee

- 2.1 Membership and Election. The WRTC shall consist of up to 15 voting members (Members) and shall be elected from the town at large in accordance with Article 3.
- 2.2 Alternate Members. The WRTC may elect up to ten (10) alternate members (Alternates) from among persons who are qualified to be Members in accordance with 2.3 Qualification of Members. Any Alternate who ceases to be qualified to be a Member shall

immediately thereupon cease to be an Alternate without need for further action by the Alternate or the WRTC. Alternates shall be entitled to participate at meetings of the WRTC. In the absence of a Member, an Alternate shall be appointed by the Chair in a rotating order to vote in the place of the absent Member on all matters, and if so appointed shall be counted toward a quorum of the WRTC. Alternates shall generally be given first consideration in filling vacancies among Members of the WRTC. Alternates are expected to attend and participate at meetings regularly and to contribute to WRTC activities. Alternates may be removed by the WRTC at any time without cause.

- 2.3 Qualification of Members. Every Member or officer shall be qualified as provided in State Rules Article II Section 6. Any Member or officer who ceases to so qualify shall cease to be such Member or officer without need of action such Member or officer or by the WRTC.

SR Article II Section 6. Qualifications

No person shall be a member or officer of any town committee unless that person is an enrolled Republican elector of the town or political subdivision at the time of election and throughout the term of office.

- 2.4 Ex Officio Members. The following persons, if qualified under 2.3 Qualification of Members, shall be *ex officio* members of the WRTC:

- A. Persons currently serving as Woodbury selectmen, Woodbury Registrar of Voters, members of the Connecticut General Assembly and other elected state officials.
- B. Former WRTC Chairs and Republican First Selectmen of Woodbury; and
- C. The chair or president of any other Republican organization in Woodbury recognized by the WRTC.

Ex officio members shall have all rights and privileges of Members other than that of voting.

- 2.5 Term of Membership. Elected Members shall serve for the term set forth in State Rules Article II Section 3

SR Article II Section 3. Town Committee Member Terms

The terms of town committee members shall start on the first (1st) Monday following the date of the primary set in connection with their election and they shall serve for two (2) years or until their successors shall have been chosen, but not more than twenty-six (26) months, and provided when local rules are amended to increase town committee membership, they shall specify the day upon which the terms of the new positions created by said increase shall begin, and how the new positions shall be filled. The terms of all members shall end on the same day.

2.6 Vacancies. Vacancies shall be filled as provided State Rules Article II Section 7.

SR Article II Section 7. Committee Membership and Officers Vacancies

Vacancies occurring for any reason in town committee membership or elected officers shall be filled by majority vote of the remaining members of the committee. In case the vacancy occurs in the representation elected from a political subdivision, only those town committee members from that political subdivision, or if a vote of the remaining members results in a tie, vacancies shall be filled by a majority vote of the membership of the town committee.

Article III. Election of Members

3.1 Caucus Endorsement of Candidates for Member. Candidates for positions as Republicans as provided by CGS § 9-391.

CGS Sec. 9-391. Time for party endorsements for municipal offices and town committee members. Time for selection of delegates to conventions. Certification. Late certification void.

(1) Each endorsement of a candidate to run in a primary for the nomination of candidates for municipal office to be voted upon at a municipal election, or for the election of town committee members shall be made under the provisions of section 9-390 not earlier than the fifty-sixth day or later than the forty-ninth day preceding the day of such primary. The endorsement shall be certified to the clerk of the municipality by either:

(a) the chairperson or presiding officer, or

(b) the secretary of the town committee, caucus, or convention, as the case may be, not later than four o'clock p.m. on the forty-eighth day preceding the day of such primary.

Such certification shall contain the name and street address of each person so endorsed, the title of the office or the position as committee member and the name or number of the political subdivision or district, if any, for which each such person is endorsed. If such a certificate of a party's endorsement is not received by the town clerk by such time, such certificate shall be invalid and such party, for purposes of sections 9-417, 9-418 and 9-419, shall be deemed to have neither made nor certified such endorsement of any candidate for such office.

(2) Each selection of delegates to a state or district convention shall be made in accordance with the provisions of section 9-390 not earlier than the one-hundred-fortieth day and not later than the one-hundred-thirty-third day preceding the day of the primary for such state or

district office. Such selection shall be certified to the clerk of the municipality by the chairman or presiding officer and the secretary of the town committee or caucus, as the case may be, not later than four o'clock p.m. on the one-hundred-thirty second day preceding the day of such primary. Each such certification shall contain the name and street address of each person so selected, the position as delegate, and the name or number of the political subdivision or district, if any, for which each such person is selected. If such a certificate of a party's selection is not received by the town clerk by such time, such certificate shall be invalid and such party, for purposes of sections 9-417 and 9-420, shall be deemed to have neither made nor certified any selection of any person for the position of delegate.

(3) Each endorsement of a candidate to run in a primary for the nomination of candidates for a municipal office to be voted upon at a state election shall be made under the provisions of section 9-390 not earlier than the eighty-fourth day or later than the seventy-seventh day preceding the day of such primary. Any certification to be filed under this subsection shall be received by the Secretary of the State, in the case of a candidate for the office of state senator or state representative, or the town clerk, in the case of a candidate for any other municipal office to be voted upon at a state election, not later than four o'clock p.m. on the fourteenth day after the close of the town committee meeting, caucus or convention, as the case may be. If such a certificate of a party's endorsement is not received by the Secretary of the State or the town clerk, as the case may be, by such time, such certificate shall be invalid and such party, for the purposes of sections 9-417 and 9-418, shall be deemed to have neither made nor certified any endorsement of any candidate for such office. The candidate so endorsed for a municipal office to be voted upon at a state election, other than the office of justice of the peace, shall file with the Secretary of the State or the town clerk, as the case may be, a certificate, signed by that candidate, stating that such candidate was so endorsed, the candidate's name as the candidate authorizes it to appear on the ballot, the candidate's full street address and the title and district of the office for which the candidate was endorsed. Such certificate shall be attested by the chairman or presiding officer and the secretary of the town committee, caucus or convention which made such endorsement. The endorsement of candidates for the office of justice of the peace shall be certified to the clerk of the municipality by the chairman or presiding officer and the secretary of the town committee, caucus or convention, and shall contain the name and street address of each person so endorsed and the title of the office for which each such person is endorsed.

3.2 Filing Endorsements. The list of candidates for positions as Members endorsed by the Caucus shall be filed with the Clerk of the Town by the Chair

or presiding officer and the Secretary of the Caucus, as required by CGS § 9-391.

Sec. 9-391. See annotation under Section 3.1 above.

3.3 Primary Requirements. If a primary is required, it shall be held as provided in CGS §9-425.

Sec. 9-425. Time for primaries; town committees. The day for holding a primary for the election of town committee members shall be the first Tuesday in March in even- numbered years.

3.4 Vacancy. Any vacancy in any Member position shall be filled as provided in State Rules Article Section 7.

SR Article II Section 7. Committee Membership and Officers Vacancies

Vacancies occurring for any reason in town committee membership or elected officers shall be filled by majority vote of the remaining members of the committee. In case the vacancy occurs in the representation elected from a political subdivision, only those town committee members representing that political subdivision may vote. Should there be no remaining members from that political subdivision, or if a vote of the remaining members results in a tie, vacancies shall be filled by a majority vote of the membership of the town committee.

Article IV. Officers

4.1 Election and Removal. The WRTC shall meet to elect officers as and when provided in State Rules Article II Section 4. Officers may be removed as provided in State Rules Article II Section 16.

SR Article II Section 4. Town Chair and Other Officers

Town committees shall meet within three (3) weeks after the beginning of their term as specified in Section 3 of this Article, at the call of the previous town chair or in the event of the chair's failure to act, at the call of a member of the state central committee from the district in which said chair resides, and name a chair and vice-chair, a secretary, a treasurer, and such other officers as provided by local rules. The town chair may be chosen from within or without the membership of the town committee, according to local rules and in either case may cast a vote to break a tie, including a tie-in the vote for the selection of party-endorsed candidates under Section 9-386 of the general statutes. This vote, if necessary, shall be in addition to any voting rights said chair may have. Other officers may be chosen from without the membership of the town committee, but if so chosen, they shall be without a vote.

The terms of all officers shall be for two years or until their successors have been duly elected and qualified, but no more than twenty-six (26) months.

SR Article II Section 16. Removal of Town Committee Officers

1. A town chair, vice-chair or other elected officer of a town committee may be

removed by the affirmative vote of two thirds [sic] (2/3 thirds) of the entire authorized membership for the town committee at a duly warned meeting called for that purpose by one-third (1/3rd) of the members of the town committee.

2. Not less than five (5) days written notice shall be given of any meeting called under subsection (a) of this section.
3. Proxy voting shall not be permitted in any meeting held under subsection (a) of this section.

4.2 Enumeration of Officers. The officers of the WRTC shall be the Chair, Vice Chair, Secretary and Treasurer, and may also include an Assistant Secretary, a Deputy Treasurer and such other officers as the WRTC may from time to time determine.

4.3 Chair. The Chair may call and preside over all meetings. The Chair shall instruct the WRTC to follow a prescribed order of business, may call Executive Committee meetings prior to any regular meeting and shall serve as the WRTC spokesman on all issues. The Chair will also have the duties set forth in State Rules Article II Sections 4.

SR Article II Section 4. Town Chair and Other Officers

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The terms of all officers shall be for two years or until their successors have been duly elected and qualified, but no more than twenty-six (26) months.

Duties Town Chair:

1. Attend senatorial district meetings.
2. Attend congressional district meetings.
3. Attend and conduct town committee meetings.
4. Secure a report at each town committee meeting as to what a state committee person delivers such a report.
5. Designate the campaign treasurer for local campaigns.

Each town chair shall, within one (1) month of election, establish working standing committees including, but not limited to the following:

1. Finance
2. Voter Registration
3. Candidate Recruitment
4. District Organization
5. Publicity and Public Affairs

The town chair shall name the chair of each such standing committee and shall require a report as to the doings of each such committee chair at the regularly held town committee meetings.

4.4 **Vice Chair**. The Vice Chair will carry out all responsibilities of the Chair in the absence of the Chair. The Vice Chair will also have the duties set forth in State Rules Article II Section 4.

SR Article II Section 4. Town Chair and Other Officers

Duties Vice Chair:

1. Attend senatorial district meetings.
2. Attend congressional district meetings.
3. Attend town committee meetings.

Upon the occurrence of a vacancy in the office of town chair, the vice-chair shall be responsible for determining the time, date and place for a meeting to select a new town chair, which meeting shall be called by the vice-chair after within two weeks of the vacancy, the state committee member shall call such meeting.

4.5 **Secretary**. The Secretary shall keep an accurate record of all WRTC proceedings, shall keep an accurate record of attendance, and shall arrange for the meeting place and notify all Members of the time and place of each meeting. In addition, the Secretary shall cause notice of any change in the officers or Members of the Committee to be sent to the State Central Committee and the Town Clerk. The Secretary will preside over the meeting in the absence of the Chair and Vice Chair. The Secretary will also have the duties set forth in State Rules Article II

SR Article II Section 4. Town Chair and Other Officers

Duties Secretary:

1. Notify the town chair, town committee members, and state committee members of time, date, and place of each town committee meeting.
2. Keep a record of minutes of each meeting and see that minutes of each meeting are acted upon by the town committee.
3. Keep accurate attendance records of town committee meetings and report upon the same to the town committee biannually as well as indicating absences in the minutes of each town committee meeting.
4. Furnish to the state party chair at least every six months, a list of dates and places of all town committee meetings held during the previous six months.

5. Furnish to the state party chair at least annually, a list of town committee officers and notify the state party chair of changes as they occur.
6. Send true and accurate copies of local party rules and any amendments to such rules to the state party chair, indicating the date on which they were adopted, within fifteen days of such adoption.

Section 5. Notice After Organization

Within one (1) week after the organization of a town committee, the secretary of the town committee shall file with the state party secretary the names and addresses of the officers and members of the town committee and the name and address of the republican registrar of voters.

4.6 **Treasurer.** The Treasurer shall keep an accurate account of all WRTC finances and be responsible for the State and Local Annual Reports. The Treasurer shall prepare an annual financial report to be presented at the January meeting. The Treasurer will also have the duties set forth in State Rules Article II Section 4. The Treasurer shall be bonded at WRTC expense.

SR Article II Section 4. Town Chair and Other Officers

Duties Treasurer:

1. Give a financial report at each town committee meeting.
2. See to it that election finance laws are complied with by the town committee and instruct and assist various campaign treasurers with compliance.

4.7 **Vacancy.** Any vacancy in any elected office shall be filled as provided in State Rules Article II Section 7.

SR Article II Section 7. Committee Membership and Officers Vacancies

Vacancies occurring for any reason in town committee membership or elected officers shall be filled by majority vote of the remaining members of the committee. In case the vacancy occurs in the representation elected from a political subdivision, only those town committee members representing that political subdivision may vote. Should there be no remaining members from that political subdivision, or if a vote of the remaining members results in a tie, vacancies shall be filled by a majority vote of the membership of the town committee.

Article V. Standing Committees

5.1 **Executive Committee.** There shall be an Executive Committee comprised of the Chair, the Vice Chair, the Treasurer, the Secretary, and often the Chair of the Candidate Recruitment Committee. The Executive Committee shall serve in a planning and steering capacity and shall be responsible for preparing the annual budget proposal. The proposed budget for the

ensuing year is to be presented to the WRTC no later than the regular November meeting and to be approved by the WRTC at the regular December meeting. The Executive Committee shall meet at the call of the Chair or three members of the Executive Committee.

5.2 Candidate Recruitment Committee. The Candidate Recruitment Committee (CRC) shall consist of up to six persons. CRC shall seek out interested, well-qualified candidates suited for elective and appointive public office, to be WRTC Members, and for delegates to party nominating conventions. Upon completing its search for a specific position, the CRC shall report who was considered and will recommend to the WRTC the candidate or candidates whom the CRC feels to be best suited to the position both in terms of electability and qualifications. Any CRC recommendation to the WRTC must be by majority vote of a quorum of four CRC members. Acceptance by the WRTC of a CRC recommendation shall constitute nomination by the WRTC. CRC shall meet as necessary to discharge its responsibilities. The Chair of CRC shall maintain an up-to date file of all interested and capable individuals who are potential candidates or workers.

5.3 The Finance Committee. Finance Committee consisting of up to five persons, at least two of whom shall be Members. This committee shall be responsible for all fund-raising programs and efforts as well as the scheduling of all fund raising activities.

5.4 Other Standing Committees. The Chair shall, also from amongst the Members, may appoint the chairs of the following standing committees: Voter Registration and Absentee Ballot; Special Events, (each special event shall be organized by a separate committee); Public Information, and Issues and others as determined by the Chair.

5.5 Ex officio Committee Members. The Chair will be an *ex officio* member of all standing committees but shall not have the right to vote as a member of any committee unless serving as a full member of it. The Vice Chair shall be an *ex officio* member of all committees but shall not have the right to vote as a member of any committee unless serving as a full member of it.

5.6 Committee Chair Qualifications and Duties. The chair of each standing committee shall be a Member of the WRTC. The standing committee chairs shall be responsible for recruiting and appointing members to their respective committees, subject to the right of the WRTC to remove any member so appointed. The standing committee chairs shall report to the WRTC the appointment of the initial committee members at the first regular meeting following the appointment of the chair, and thereafter report any changes in the committee's membership at the next regular meeting following any such change.

5.7 Committee Member Qualifications. The members of any standing or ad hoc committees of the WRTC need not be WRTC Members except to the extent provided in policies adopted by the WRTC from time to time.

Article VI. Meetings

- 6.1 Meetings. All meetings shall be held in compliance with State Rules Article II Section 9.

SR Article II Section 9. Meetings

Meetings shall be held in accordance with local rules, and special meetings shall be called by the town chair or by the town chair upon the written request of a majority of the town committee members, unless such rules prescribe a lesser number. Robert's Rules of Order shall apply when not in conflict with local rules and bylaws.

Notwithstanding the contrary provisions of any local rule, all town committee meetings shall be open to the public unless the town committee shall, because of unusual circumstances, by a majority vote, elect to go into executive session. Except for special meetings duly called, all meetings shall be regularly scheduled at least twice each quarter for a specific and recurring time, day, and place, unless, by a vote of the town committee a sanctioned Republican event is substituted for a regular meeting. Notice of all town committee meetings shall be sent to the state committee members representing the senatorial district in which such town is located.

At each town committee meeting a report shall be given, either by a member of the state committee in person or through the town chair or his designee, on the most recent state committee meeting.

- 6.2 Regular Meetings. The WRTC shall generally meet once each month at a time and place to be determined by the WRTC or by the Executive Committee if the WRTC fails to act.
- 6.3 Special Meetings. Special meetings may be called as provided in State Rules Article II Section 9. Upon receipt of such request, the Chair shall instruct the Secretary to give reasonable notice of the time, place, and purpose of such special meeting to all Members.

SR Article II Section 9. Meetings

Meetings shall be held in accordance with local rules, and special meetings shall be called by the town chair or by the town chair upon the written request of a majority of the town committee members, unless such rules prescribe a lesser number. Robert's Rules of Order shall apply when not in conflict with local rules and bylaws.

Notwithstanding the contrary provisions of any local rule, all town committee meetings shall be open to the public unless the town committee shall, because of unusual circumstances, by a majority vote, elect to go into executive session. Except for special meetings duly called, all meetings shall be regularly scheduled at least twice each quarter for a specific and recurring time, day and place, unless, by a vote of the town committee a sanctioned Republican event is substituted for a regular meeting. Notice of all town committee meetings shall be sent to the state committee members representing the senatorial district in which such town is located.

At each town committee meeting a report shall be given, either by a member of the state committee in person or through the town chair or his

designee, on the most recent state committee meeting.

- 6.4 Committee to Act only at Regular or Special Meetings. The WRTC shall take no action or establish no position except at duly called regular or special meetings except on occasion may conduct a quick vote by Email as long as a majority (quorum) of members respond.
- 6.5 Quorum. Eight Members of the WRTC shall constitute a quorum. Alternates shall be counted toward a quorum only if appointed by the Chair to vote in place of a Member.
- 6.6 Telephone Attendance: Proxies prohibited. Any one or more Members of the WRTC or any committee thereof may participate in any meeting of the WRTC or such committee by means of a conference telephone or similar communications equipment allowing all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting. No Member may vote by proxy or in absentia.

Article VII. Nomination of Candidates

- 7.1 Nominations by the Committee to the Caucus. The WRTC, usually acting in response to the recommendation of the CRC, shall nominate to the Republican Caucus candidates for the Republican ticket for Town elected office, and may nominate, endorse, or recommend candidates for other offices.
- 7.2 Vacancies Candidacies or Nominations. Any vacancy among party endorsed candidacies or in the party nominations shall be filled as provided in State Rules Article II Section 7.

**SR Article II Section 7. Committee Membership and Officers
Vacancies:**

Vacancies occurring for any reason in town committee membership or elected officers shall be filled by majority vote of the remaining members of the committee. In case the vacancy occurs in the representation elected from a political subdivision, only those town committee members representing that political subdivision may vote. Should there be no remaining members from that political subdivision, or if a vote of the remaining members results in a tie, vacancies shall be filled by a majority vote of the membership of the town committee.

- 7.3 Convention Delegates. Delegates to represent the Town at any convention held for the purpose of nominating a candidate of the Republican Party shall be nominated by the WRTC and elected by a Caucus per State Rules Article II, Section 13(a) or by its Committee members at a duly called for that purpose per State Rules Article II, section 7(b). Delegates may designate their alternates in accordance with applicable State Rules.

Article VIII. Amendment

Amendment. These Rules may be amended by any method permitted by State Rules Article II Section 14.

State Rules Section 14. Local Party Rules and Amendments

- A. Each town committee shall adopt local party rules. Local party rules may be amended by one (1) of the three (3) following methods:
1. By a caucus of the enrolled party members called in the same manner as a caucus for selecting party-endorsed candidates as provided in Section 13(a) of this Article; or
 2. By a convention of delegates chosen by enrolled party members in a manner prescribed in such local party rules; or
 3. By its town committee at a meeting called in the same manner as a town committee meeting to choose party-endorsed candidates as provided in Section 13(b) of this Article.

Whenever the third (3rd) method is used, local party rules may also be amended by the

first (1st) or second (2nd) method in accordance with the provisions of Section 9-375 of the general statutes.

Any amendments adopted pursuant to the provisions of this subsection shall be effective sixty (60) days after the date on which they are filed with the Secretary of the State.

- B. In any municipality in which the town committee has not so adopted and of one voting district or in the event of such chair's failure to act, the vice-chair, shall call a caucus within twenty (20) days, upon the filing with the Registrar of Voters of such party in such municipality of a petition signed by at least five (5) percent, but not more than five hundred (500) of its enrolled party members, to take action on such petition.
- C. In all other municipalities the town chair, or in the event of such chair's failure to act, the vice-chair, shall call a convention within thirty (30) days upon the filing with the Registrar of Voters of such party in such municipality of a petition signed by at least five percent, but not more than five hundred (500) of its enrolled party members, to take action on such petition.
- A convention shall consist of three (3) delegates from each voting district elected at a caucus of the enrolled party members of that district. It shall be the duty of the town chair, or in the event of such chair's failure to act, the vice-chair, to call such caucuses, which shall be held on the same day, designating the time, place and day by publishing said call in a newspaper having a circulation in such municipality, at least five (5) days before the day of such caucuses.
- D. In the event the enrolled Republicans or the town committee in any town shall fail to adopt a method for amending the local party rules as provided by Section 9-375 of the General Statutes, the method of amending said local party rules of said municipality shall be the same as the method used to select party-endorsed candidates until such time as a method of amendment

is lawfully adopted and filed by the proper authority.

Article IX: Ethical Rules and Obligations

(Members refer to members of the Woodbury Republican Town Committee)

- 9.1 Members shall not discriminate in our activities based on race, religion, gender, national origin, age, disability, or sexual orientation.
- 9.2 Members shall not sell nor offer to sell services by stating or implying an ability to influence decisions by improper means.
- 9.3 Members shall not counsel nor assist another in conduct that we know is fraudulent, illegal, or unethical and shall recognize and respect the contributions of our colleagues.
- 9.4 Members shall not engage in slander against their peers both current and past.
- 9.5 Members shall not promote their own interest at the expense of the dignity and integrity of others.
- 9.6 Members shall listen thoughtfully to individual comments and complaints about our work and advocate for changes when appropriate.
- 9.7 Members shall not use confidential or personal information for personal gain nor to benefit a third party,
- 9.8 Members shall not engage in conduct involving fraud or wanton disregard of the rights of others.
- 9.9 Members shall hold paramount the safety, health, and welfare of the public.
- 9.10 Members shall not accept an assignment when that assignment involves conduct that is known to be illegal.
- 9.11 Having substantial information which leads to a reasonable belief that a member has committed a violation of the law which raises a serious question as to a member's honesty, trustworthiness, or fitness as a member, and having exhausted all efforts to counsel or mentor that member, a formal complaint will be filed with the Chairperson.
- 9.12 Members shall not use the threat of filing an ethics charge in order to gain or attempt to gain an advantage in dealings with another member.
- 9.13 Members shall not knowingly violate the law in the conduct of their duties or distort or alter the facts.
- 9.14 Members shall not knowingly make false statements of material fact, nor shall we omit material facts.

Article X: Disposition of Intellectual Property:

- 10.1 Each member of the WRTC shall honor the intellectual property rights of the Republican Town Committee, including the rights to software, data, media, and other relevant information. All such property including relevant codes and access information needs to be turned over to the Chairperson within two weeks after the election of the new Woodbury Republican Town Committee.
- 10.2 We shall respect the privacy of individuals and not share information learned in our meetings with friends or others outside that environment.
- 10.3 We shall protect individual and group privacy with secure systems. If those systems are breached, we shall endeavor to notify all those affected.
- 10.4 We shall not use confidential or personal information for personal gain nor to benefit a third party,
- 10.5 We shall strive to ensure the accuracy of information about policy and individuals developed by the WRTC.

Article XI: History of Rules:

Adopted: 1 May 2008, effective 7 July 2008
Adopted: 11 January 2018, effective 21 March 2018
Adopted: 6 April 2023, effective 10 June 2023

By: _____ / ____ / ____
Lisa Amatruda, Chairperson Woodbury Republican Town Committee

_____/ ____ / ____
Thomas Amatruda, Secretary