

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

As adopted 10 April 2025

Effective 25 Feb 2026

(60 days after the date filed with Secretary of the State on 25 Feb 2026)

Article 1. 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-in 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 2. Town Committee

2.1. Membership and Election. The WRTC shall consist of fifteen (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 Section 2.3. Any Alternate who ceases to be qualified to be a Member shall immediately thereupon cease to be an Alternate without need of 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 be given first consideration in filling vacancies among the 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.

2.4. Ex Officio Members. The following persons, if qualified under Section 2.3, 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.

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

Article 3. Election of Members

3.1. Caucus Endorsement of Candidates for Member. Candidates for positions as Members shall be endorsed at a caucus of enrolled Woodbury Republicans as provided by CGS § 9-391.

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.

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

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

Article 4. Officers

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

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(a), and 4(b)(1), 4(c) and 4(d).

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(b)(2).

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 Sections 4(b)(4) and 5.

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 also collect and post all dues, and will 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(b)(3). The Treasurer shall be bonded at WRTC expense.

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

Article 5. Standing Committees

5.1. Executive Committee. There shall be an Executive Committee comprised of the Chair, the Vice Chair, the Treasurer, the Secretary, and 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 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, 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.

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 6. Meetings

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

6.2. Regular Meetings. The WRTC shall 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.

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.

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 7. Nomination of Candidates

7.1. Nominations by the Committee to the Caucus. The WRTC, 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.

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 the Caucus duly called for that purpose. Delegates may designate their alternates in accordance with applicable State Rules.

Article 8. Amendment

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

By: 
Michael Cunningham, Chairman Woodbury Republican Town Committee

02/25/2026


Nancy Mackay, Secretary

2/25/2026

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IN WOODBURY, CT
FEB 25th 2026
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Anna M Mancini