

# **RULES OF THE MAINE REPUBLICAN PARTY**

## **PREAMBLE**

The Rules of the Maine Republican Party, when adopted by the Biennial State Convention of the Party, provide guidance to its members concerning state, county, and municipal party activities. The Rules, the highest governing document of the Maine Republican Party, are intended to define an orderly party organization and management to assure that the Maine Republican Party is open and accessible to all enrolled Republicans and to encourage the broadest possible participation. Following adoption of the Rules, the Rules and Bylaws committee shall update the State Committee Bylaws to conform with the Rules as adopted by the Convention.

## **I. THE RULES OF THE MAINE REPUBLICAN PARTY**

As Adopted by Convention on April 26, 2024

### **1.0 ORGANIZATION**

- 1.1** Enrolled Republicans in the State of Maine constitute the membership of the Maine Republican Party. Membership is exercised through caucuses, conventions, and committees. These rules shall:
  - 1.1(a) Govern operations of all caucuses, committees, and conventions of the Maine Republican Party;
  - 1.1(b) Ensure compliance with requirements of state law Title 21-A, Maine Revised Statutes (MRS), where applicable, and the Rules of the Republican National Committee;
  - 1.1(c) Guarantee fairness to all participants in its activities;
  - 1.1(d) Ensure conformity and compliance of all State, County, and Municipal Committee Bylaws, and those of all recognized affiliated Republican groups, with these Rules of the Maine Republican Party.
- 1.2** The Maine Republican Party shall cooperate with the Republican National Committee in promoting the principles and ideals of the Republican Party.
- 1.3** The Maine Republican Party shall be governed by the duly elected members of the Maine Republican State Committee, hereinafter referred to as the State Committee.
- 1.4** All members of the State Committee shall be registered Maine voters enrolled in the Republican Party. State Committee members elected to represent their counties shall be nominated at their respective county caucuses by the Convention Delegates and ratified by the Delegates to the State Convention.

The voting membership of the State Committee shall consist of:

- 1.4(a) Duly elected officers of the State Committee;
- 1.4(b) One Committeeman and one Committeewoman elected from each county;
- 1.4(c) One additional State Committee At-Large Member elected from each county for every 10,000 enrolled Republican voters or portion thereof in excess of the first 10,000 based on the official figures available from the

Office of the Secretary of State on the first working day following April 1<sup>st</sup> of each even-numbered year;

- 1.4(d) Chair of each County Committee;
- 1.4(e) Chair of the State Republican Finance Committee, upon appointment to that office by the Chair of the State Committee;
- 1.4(f) Republican National Committeeman and Committeewoman, upon election;
- 1.4(g) One appointee for Maine Republican Governor, one appointee for each elected Maine Republican member of the U.S. House of Representatives and one appointee for each elected Maine Republican member of the U.S. Senate, each appointee serving contemporaneously with the term of the appointer;
- 1.4(h) One representative from the Maine Republican State Senate Caucus and one representative from the Maine Republican State House of Representatives Caucus, to be elected by the respective Republican caucuses on the first Wednesday of December following the November election in even-numbered years.
- 1.4(i) President of the Maine Federation of Republican Women, upon election to that office;
- 1.4(j) Chair of the Maine Federation of Young Republicans, the Chair of the Maine College Republicans, and the Chair of the Maine Teen Age Republican Caucus, when of voting age.
- 1.4(k) Any other group of enrolled Republicans in the State of Maine which is affiliated with a nationally recognized Republican group and wants to become a voting member of the State Committee shall submit a request in writing to the Rules and Bylaws Committee along with their adopted Bylaws, the names of enrolled Republicans in attendance at the meeting when the Bylaws were adopted, any operating, administrative, or other Rules, their officers, and Mission Statement.

The Rules and Bylaws Committee shall meet within thirty (30) calendar days of submission to review the materials submitted to determine if these items conform to the Bylaws, Rules, and Mission Statement of the State Committee and will present their recommendation to the State Committee at a regular meeting as to whether the petitioning group should be allowed one (1) voting member on the State Committee. Acceptance of such a group shall require a two-thirds (2/3) vote in the affirmative of the members present in person or by proxy and voting.

**1.5** Non-voting members of the State Committee shall consist of:

- 1.5(a) Legal Counselor, unless otherwise a member of the State Committee;
- 1.5(b) Deputy Treasurer, unless otherwise a member of the State Committee.

**1.6** The following categories of persons shall be ineligible for membership on the State Committee:

- 1.6(a) Except for the Chair, the Treasurer, and temporary employees, full-time or part-time employees of the Maine Republican Party, as defined in the Maine Republican Party Employee Manual;
- 1.6(b) Persons convicted of a felony by a court of competent jurisdiction until three (3) years after they have completed all aspects of their sentencing, including, but not limited to, incarceration, parole, fines, restitution, community service, counseling, classes, treatments, and any other sentencing;
- 1.6(c) Persons found in violation of Title 21-A by a court of competent jurisdiction or the Ethics Commission within the five (5) year period preceding election or appointment.

## **2.0 ELECTION OF OFFICERS**

### **2.1 Officers**

The officers of the Maine Republican Party shall be:

- 2.1(a) Chair
- 2.1(b) Vice Chair
- 2.1(c) Secretary
- 2.1(d) Treasurer

### **2.2 Eligibility**

- 2.2(a) The Chair, Vice Chair, Secretary, and Treasurer may be chosen from outside the membership of the State Committee.
- 2.2(b) No member of the Maine Legislature shall serve as an elected officer of the State Committee.
- 2.2(c) No announced candidate for Governor of the State of Maine, U.S. Senate, or U.S. House of Representatives shall serve as an elected officer of the State Committee.
- 2.2(d) Neither the Chair nor Treasurer of the State Committee shall be a registered lobbyist or paid by a Political Action Committee (PAC) during their term in office.
- 2.2(e) No officer or employee of the State Committee during their term of office or period of employment shall be a vendor paid by the Maine Republican Party or its related committees. Nor shall they be the owner, manager, or employee of, or have other economic interests in such a vendor, except when such vendor is a sole source vendor or a public or private utility.

### **2.3 Procedure for Nominations and Elections**

The officers shall be elected by ballot each odd-numbered year at a meeting of the State Committee to be held on the second Saturday in January. The offices

identified in section 2.1(a-d) may be filled by any resident of the State of Maine who is an enrolled Republican at the time of nomination, able to be qualified to be seated following election, and continues to be an enrolled Republican for the duration of his/her term in office.

### 2.3(a) Nomination Procedure

- 2.3(a)(1) The Chair shall appoint by November 15 of even-numbered years a Nominating Committee, the function of which shall be to recommend persons to be considered for election. Any enrolled Republican residing in Maine may offer his/her name or the name of another enrolled Republican residing in Maine to the Nominating Committee for nomination for any office.
- 2.3(a)(2) All nominees for any officer position must accept nomination for that position and agree if elected to remove any impediment to serve in that position as enumerated in 2.2(b-e) within 7 days of being elected before being qualified to serve and seated in that position.
- 2.3(a)(3) The Secretary, at the request of the Nominating Committee, shall report to the State Committee on the status of nominations no later than December 15.
- 2.3(a)(4) Nominations from the floor will be permitted at the time of the election.

### 2.3(b) Election Procedure

- 2.3(b)(1) The Maine Republican National Committeeman or National Committeewoman shall call and Chair the meeting to elect the Maine Republican Party officers. Following the adoption of these Rules, this responsibility shall be alternated, with the National Committeewoman calling the State Committee meeting for election purposes in 2025. In the absence or inability of the National Committeeman or National Committeewoman to call the required meeting, the other shall do so in his/her stead.
- 2.3(b)(2) The Secretary of the State Committee shall notify the members of the State Committee, in compliance with the rules for meeting notification, of the date, time, and place of election of officers when instructed to do so by the National Committeeman or National Committeewoman responsible for calling the meeting. This notice shall contain the current nominees presented to the Nominating Committee for each officer position and may include more than one nominee for any position.
- 2.3(b)(3) The Secretary of the State Committee shall serve as the Secretary for the election of officers unless the current Secretary is a candidate for re-election, in which case the

National Committeeman or National Committeewoman responsible for calling the meeting shall appoint a Secretary to serve for the duration of the election of officers.

- 2.3(b)(4) The National Committeeman or National Committeewoman responsible for calling the meeting shall appoint a Certified or Professional Registered Parliamentarian to serve for the duration of the election of officers. The cost, if any, for said Parliamentarian shall be included in the budget for the biennial election of officers.
- 2.3(b)(5) Each officer shall be elected by a majority of the voting members of the State Committee present or represented by proxy and voting.
- 2.3(b)(6) In each officer election, if on the first ballot no candidate receives a majority of the votes cast, the candidate receiving the least number of votes shall be eliminated and a second round of voting will be held. Balloting shall continue in this manner until one candidate receives a majority vote.
- 2.3(b)(7) In each officer election, when only one person is running for a position, that candidate shall be elected by acclamation.
- 2.3(b)(8) Each officer shall serve for a term of two years from the date of election at the biennial election of officers and until his/her successor is duly elected and qualified to be seated.

## **2.4 Vacancies**

- 2.4(a) In the event of a vacancy in the Office of Chair, the Vice Chair shall serve as Acting Chair.
- 2.4(b) In the event that vacancies arise contemporaneously in the Offices of Chair and Vice Chair, the Secretary shall serve as Acting Chair.
- 2.4(c) In the event vacancies arise contemporaneously in the Offices of Chair, Vice Chair, and Secretary, the Treasurer shall serve as Acting Chair.
- 2.4(d) The Acting Chair does not have the power of appointment.
- 2.4(e) A meeting for the purpose of filling any vacancy shall be convened no less than twenty-one (21) and no more than forty-five (45) calendar days from the effective date of the vacancy.

## **2.5 Removal of Officers**

- 2.5(a) The Officers of the State Committee may be removed from office for malfeasance, misfeasance, or nonfeasance.

- 2.5(b) A petition for removal including the reason(s) for bringing charges shall be signed by twenty (20) State Committee members representing at least four (4) counties.
- 2.5(c) Said original petition shall be delivered by certified mail or email to the Secretary of the State Committee with a copy to the Chair.
- 2.5(d) Upon receipt of said petition, a meeting of the State Committee shall be held within thirty (30) calendar days.
- 2.5(e) Notice of such meeting, sent to State Committee members via certified mail or email on file with Republican headquarters, shall include the purpose of the meeting and a copy of the petition.
- 2.5(f) Approval of a motion for recall requires a two-thirds (2/3) vote in the affirmative of the members present in person or by proxy and voting.

### **3.0 ATTENDANCE AND MEETINGS**

- 3.1(a) Proxies are permitted in accordance with the Bylaws of the Maine Republican Party.
- 3.1(b) Appointment of proxies must be made in writing by email addressed to the Secretary of the State Committee and sent from the member's email address as listed in the official Membership Roster or by text sent to the Secretary from the member's phone number listed in the official Membership Roster. The appointment of a proxy must be received by the Secretary no later than one (1) hour before the announced start time of the meeting. Limited exceptions to this rule may be allowed by the Secretary in consultation with the Chair. Records of appointed proxies shall be official documents of the Party and kept with the filed minutes of the meeting.
- 3.1(c) If any member of the State Committee fails to attend two consecutive meetings, the Secretary of the State Committee shall remind the member that attendance is expected and that three such absences may result in expulsion. A member personally absent for two consecutive meetings may not be represented by proxy for a third consecutive meeting. After a third consecutive absence of a member with or without a proxy, the Secretary, at the direction of the Chair, may declare the position vacant and so inform the appropriate County Committee. The County Committee shall nominate a replacement candidate, such nomination to be presented to the State Committee. The State Committee shall act upon it at the next regularly scheduled meeting of the State Committee. Any member of the State Committee removed from their position for lack of attendance under the provisions in this rule may appeal their removal according to the procedure in Rule 12.0.
- 3.1(d) The Secretary of the State Committee shall note attendance, including proxy information, in the minutes of each meeting.

- 3.1(e) The State Committee shall be the judge of the credentials of its own membership, and any member may be removed for cause, including, but not limited to, violating the Rules and/or Bylaws of the Party.
- 3.1(f) No documents of the State Committee marked Confidential shall be distributed or discussed with anyone outside of the voting members of the State Committee or their designated proxy. A violation of this protection provision or any serious violation of the confidentiality of State Committee meetings by a member or a designated proxy shall result in removal of the member from the State Committee, and the proxy shall not serve as proxy for any member until the State Committee is reconstituted.
- 3.1(g) Meetings may be held virtually under special circumstances such as inclement weather, states of emergency, or as determined by the Executive Committee.
- 3.1(h) Hybrid meetings, which are meetings held in a planned central location with additional remote attendees, may be allowed under the same circumstances as in section 3.1(g) above.
- 3.1(i) To hold a virtual or hybrid meeting, proper equipment, such as a large monitor, must be used so that members participating electronically can be seen and able to participate in debate. Any requirements for written ballot votes to be cast at any meeting described in this Rule may be waived, and votes may be conducted either by ballots distributed via email or by any other electronic means that ensures a secret ballot as determined by the Executive Committee. Guests shall be introduced.
- 3.1(j) There must be one person in attendance at virtual and hybrid meetings who is not a State Committee member and who has no other responsibility at the meeting except to attend to the technical needs.

#### **4.0 MUNICIPAL COMMITTEES**

All Municipal Committees shall be officially reconstituted at the Biennial Municipal Caucuses and in accordance with Title 21-A. The Municipal Committee structure and membership shall be detailed in the Municipal Committee Bylaws. Such Bylaws must include, but are not limited to, provisions that specify when officers are elected, operation of the Municipal Committee, and how membership is determined within the municipality. In determining the number of members, a committee may choose to allow all Republicans in the municipality to be on the committee or may determine a specific number of members. The Committee shall also determine the date when new officers shall be elected. Republicans who reside in the municipality and attend the official Biennial Municipal Caucus shall ratify the current Municipal Bylaws without amendment. If no previous Bylaws are extant, then new Bylaws may be proposed and adopted in their entirety at the caucus. No Municipal Committee shall be recognized and granted status, however, until it has properly filed the required Caucus Reports with the Maine Republican Party.

## **5.0 MUNICIPAL CAUCUSES**

**5.1** In compliance with Title 21-A, municipal caucuses shall be conducted biennially during the general election year.

5.1(a) The State Committee shall prescribe such rules and procedures for the municipal caucuses, including the dates, consistent with Title 21-A, §311-312, and these Rules.

5.1(b) Recognizing the needs of a growing number of elderly Mainers as well as those of disabled Mainers of all ages, and in keeping with the requirements of the Americans with Disabilities Act (ADA) to provide goods, services, and programs to people with disabilities on an equal basis with the rest of the public, the venue chosen for the caucus shall meet ADA Standards for Accessibility.

Should there be no venue available to a Municipal Committee that meets these Standards, then a venue may be chosen for the caucus that does not meet ADA Design and Title II or Title III Regulations provided that the Municipal Committee shall make virtual attendance possible following the guidelines set forth in 3.1(g-j) of these Rules.

5.1(c) Those calling caucuses shall notify the Maine Republican Party of the date, time, and place of the caucus. This information shall be placed on the Party website and the Party shall send an email notification to those on its email distribution list in the appropriate municipality.

5.1(d) In determining the municipal delegate allotment to the State Convention, the official enrollment numbers from the Secretary of State as of the last business day in August of the odd-numbered year shall be used.

5.1(e) The Chair or Secretary of the Municipal Caucus may choose to send electronically from the email address shown on the Caucus Report the completed caucus documents, following the instructions included with the caucus packet, no later than seven (7) calendar days after the date of the caucus. They shall file, either by mail or hand delivery, the original documents no later than fourteen (14) calendar days after the date of the caucus. In any event, receipt of the caucus kit will be acknowledged when received. The report shall be deemed filed on the date of mailing or hand delivery. The information filed shall include a copy of the Municipal Bylaws.

5.1(f) The Convention Delegation Chair is responsible for filling any delegate or alternate positions remaining vacant following the caucus. Any individual wishing to be added to a Municipal Convention Delegation must communicate directly with the Delegation Chair. Additional names to the municipal delegation shall be submitted no later than thirty (30) calendar days before the opening day of the Convention. After that date, only those already listed as alternates shall be appointed to vacant delegate positions.

## **6.0 PROCEEDINGS OF THE MUNICIPAL CAUCUS**

**6.1** The proceedings and responsibilities of the municipal caucus attendees shall include:



- 6.1(a) A determination that all participants are registered and currently enrolled as Republicans in the municipality by reference to an official voter list obtained no more than twenty-one (21) days in advance of the caucus. Verification of each participant may be established by personal acquaintance or by examining official, unexpired photo identification documents(s), such as a driver's license, an official Maine identification card, a military identification card, or a United States Passport. In the absence of the Town Registrar, the Municipal Committee shall provide any unregistered or Unenrolled voter the opportunity to register as a Republican prior to the opening of the Municipal Caucus.
- 6.1(b) Election of a secretary and chair, in that order;
- 6.1(c) Adoption of rules and procedures for the caucus;
- 6.1(d) Election of delegates and alternates to the state convention, with all delegate positions filled first;
- 6.1(e) Election of a Municipal Convention Delegation Chair by the caucus attendees;
- 6.1(f) Nomination of members to the County Committee;
- 6.1(g) Ratification of existing Municipal Committee Bylaws without amendments. Amendments to Municipal Bylaws may be made at a Municipal Committee meeting in accordance with the rules and procedures set forth in the Municipal Bylaws.
- 6.1(h) Other business to come before the caucus.
- 6.1(i) Adjournment.
- 6.1(j) In the event that a Biennial Municipal Caucus is not held, a Municipal Committee may be formed at any time at a public meeting called by any enrolled Republican of the municipality. Those calling the meeting must notify the Maine Republican Party and the Chair of the appropriate County Committee of the date, time, and place of the organizational meeting. The Maine Republican Party shall send an email notification to those on their distribution list in the appropriate municipality and shall supply the official forms and an agenda to be used for the meeting. These forms must be submitted to the Maine Republican Party no later than seven (7) calendar days following the meeting. A Municipal Committee formed pursuant to this Rule shall not be recognized and granted status, however, until it has properly filed the official reports and Bylaws with the Maine Republican Party.

## **7.0 COUNTY COMMITTEES**

- 7.1 The voting membership of each County Committee shall be proportional based on either the population of enrolled party members in each municipality or on ballots cast in a state-wide general election as specified in its Bylaws, which must be confirmed by the County Caucus at each Biennial State Convention without amendments and filed with the Republican Party. Each County Committee shall decide if other Republicans, i.e., elected officials, municipal chairs, or others shall have automatic voting rights. Vacancies may be filled by nomination from the applicable Municipal Committee and confirmed by vote of the applicable County

Committee. In the event that a Municipal Committee does not exist or does not fill a vacancy, the members of the County Committee may fill the vacancy in accordance with its own Bylaws. Within fourteen (14) calendar days of any changes in membership, the Secretary of the applicable County Committee must submit to the Maine Republican Party an updated membership list, complete with contact information. This updated information shall constitute the official voting membership of the applicable County Committee.

- 7.2 The County Committee must submit the most recent version of their Bylaws to the Maine Republican Party no later than September 1 of the odd-numbered years for the purpose of preparing caucus kits.

## **8.0 JURISDICTION IN REPLACEMENT OF CERTAIN STATE AND FEDERAL OFFICE HOLDERS**

- 8.1 The State Committee shall have jurisdiction over the choice of a nominee for the offices of Governor of the State of Maine, United States Senator, or Presidential Elector when the nominee dies, withdraws, or becomes disqualified.
- 8.2 In the event of a vacancy in a Congressional seat, the State Committee members who reside in that district shall have jurisdiction over the choice of the nominee. The Chair of the Maine Republican Party shall call the meeting following the procedure set forth in Rule 11.0.

## **9.0 REPLACEMENT OF LEGISLATIVE OFFICE HOLDERS**

- 9.1 All Republicans who live within a legislative district and in a municipality where a municipal caucus was held shall be eligible to participate in nominating a candidate for election to the legislature for the district concerned when the office holder dies, withdraws, or becomes disqualified. In accordance with Title 21-A, those municipalities that did not caucus shall have fifteen (15) calendar days in which to caucus in accordance with section 6.1(j) above to be recognized to participate in the nominating process. Caucus Report forms supplied by the Maine Republican Party must be completed and submitted to the Maine Republican Party along with Municipal Committee Bylaws before any Municipal Committee is recognized.
- 9.2 Whenever there is a requirement for a special caucus to select a Republican candidate for an elected position in Maine's Legislature or to fill a vacancy in such a position, the leadership of the Maine Republican Party shall coordinate with the appropriate Municipal or County Committee Chair(s). A special caucus shall be called in accordance with the procedures set forth in Title 21-A.

## **10.0 REPLACEMENT OF COUNTY OFFICE HOLDERS**

- 10.1 The County Committee shall have jurisdiction over the choice of a nominee for all county offices when the nominee dies, withdraws, or becomes disqualified.
- 10.2 Whenever there is a requirement for a special caucus to select a Republican candidate for a position at the county level or to fill a vacancy, the County Committee Chair, or designee(s), shall organize a special caucus. When a position covers more than one county, the County Committee Chairs shall work in concert with the State Committee Chair, or designee, to organize a special

caucus. When the vacant position covers a specific geographical area within a county, only those County Committee members who represent the specific municipalities and whose names are on file with the Maine Republican Party shall participate in the process to select a replacement candidate.

## **11.0 SPECIAL CAUCUS PROCEDURES**

**11.1** The procedure for calling a special caucus shall be:

- 11.1(a) Select a venue in a centralized location;
- 11.1(b) Determine the order of candidate nominations;
- 11.1(c) Set time limits for nominations, seconds and candidate presentations;
- 11.1(d) Define balloting procedures.

**11.2** The agenda for any special caucus called for the purpose of nominating a candidate or filling a vacancy shall include:

- 11.2(a) Call to order;
- 11.2(b) Election of the caucus secretary;
- 11.2(c) Election of the caucus chair;
- 11.2(d) Ratification of the caucus agenda and procedures;
- 11.2(e) For each known candidate:
  - 11.2(e)(1) nomination,
  - 11.2(e)(2) second,
  - 11.2(e)(3) candidate speech(es);
- 11.2(f) Request for nominations from the floor;
- 11.2(g) Election of the nominee;
- 11.2(h) Adjournment.

**11.3** Other items may be added to the agenda provided they do not contradict state law or the Bylaws or Rules of the Municipal, County, or State Committees.

## **12.0 CONFLICT RESOLUTION**

**12.1** Resolution of any controversy shall be in accordance with the following procedures:

- 12.1(a) The Republican State Committee may, upon a decision of the Executive Committee, exercise jurisdiction over controversies between and among members of any County Committee or Municipal Committee when such controversy affects the interests of the Party as a whole or the rights of any member of the Party to participate in its affairs.
- 12.1(b) When any controversy as defined in Rule 12.1(a) arises at the municipal level, any member of such committee affected by the controversy may file, within thirty (30) calendar days of the date such controversy arises, a written appeal to the governing County Executive Committee pursuant to the rules of the committee. Such appeal must be sent via certified mail or email to the Secretary of the County Committee. The County Committee may issue a stay of further action by any party or by the

Municipal Committee that affects the subject matter or outcome of the controversy. Where appropriate, the stay may include an interim decision identifying the municipal committee or officer that shall be recognized by the Party as the duly authorized committee or officer while the appeal is pending. No later than thirty (30) calendar days from the date of receipt of such written appeal, the County Executive Committee shall rule upon the controversy and send, via certified mail or email, a written decision addressed to the parties to the dispute with a copy provided to the Secretary of the State Committee. Where appropriate, such decisions may include a final determination as to which municipal officer or committee shall be recognized by the Party as the duly authorized officer or committee. Upon failure to provide such written decision within the specified time, such municipal controversy shall be filed and decided pursuant to Rule 12.1(c) as if it were a county controversy.

12.1(c) When any controversy as defined in Rule 12.1(a) arises at the County Committee level, including a controversy over the County Committee's resolution of a municipal controversy, any person so affected by the controversy may file within thirty (30) calendar days of the date such controversy arises a written appeal of the decision of the County Executive Committee with the Secretary of the Republican State Committee, with a copy to the Chair. Such appeals shall be sent via certified mail or email on file with Republican Headquarters. Upon receipt of such an appeal, the Secretary of the State Committee shall, within five (5) calendar days, provide a copy of the appeal to the County Committee or person from which the appeal is taken, and the Chair of the State Committee shall, within thirty (30) calendar days, appoint a panel of five (5) members of the State Committee, who shall constitute a Board of Investigation. If the Board has not yet been appointed, the Executive Committee may issue a stay of further action by any party or by the Municipal or County Committee which affects the subject matter or outcome of the controversy.

12.1(c)(1) Hearing. Upon giving notice as provided in 12.1(c)(2) below, the Board shall conduct a hearing for the purpose of hearing all relevant evidence presented by all parties. The Board may request the Counsel to the State Committee to attend such hearing(s) and serve as its legal advisor. The hearing(s) and proceedings of the Board shall be held at the offices of the Maine Republican Party or at such other location selected by the Board as may be most convenient to the members of the Board and to witnesses, interested parties, and their representatives.

12.1(c)(2) Notice. Written notice of the hearing shall be sent, via certified mail or email, to the appellant and respondent and their respective representatives, if any.

12.1(c)(3) Report of Investigation. At the conclusion of their hearing and upon the Board's deliberations, the Board shall, within sixty (60) calendar days of the conclusion of the hearing, report its findings and conclusions to the Chair of the State Committee,

and to the appellant, respondent, and their representatives, if any. Either party may appeal the findings and conclusions to the full State Committee within thirty (30) calendar days of its receipt. The State Committee shall hear any appeal and take whatever action it deems appropriate based on the report.

- 12.1(d) Each County Committee and the Board of Investigation shall adopt its own procedures to implement this Rule, provided such procedures are not inconsistent with this Rule and shall allow parties to be represented in person and by counsel or other representative.
- 12.1(e) No members of the State Committee from the County or Municipal Committee in which the controversy arises shall serve as a member of any such Board of Investigation.
- 12.1(f) A new Board shall be convened for each controversy.

### **13.0 RULES AND BYLAWS COMMITTEE**

**13.1** A Rules and Bylaws Committee shall be appointed in each odd-numbered year by the State Committee Chair no later than sixty (60) calendar days after taking office. The Committee shall consist of no fewer than 7 members and no more than 11 members, with no more than two members chosen from the same county. The Committee shall meet no later than fifteen (15) calendar days after appointment for the purpose of electing a Committee Chair and establishing a meeting schedule. Its duties shall include the following:

- 13.1(a) Reviewing mandates conveyed by the Republican National Committee and ensuring they are addressed in the Bylaws and Rules of the Maine Republican Party. It is the responsibility of the National Committeeman and National Committeewoman to inform the Rules and Bylaws Committee of any new mandates adopted by the RNC so that the Committee can take appropriate action.
- 13.1(b) Reviewing Title 21-A for the same purpose as in 13.1(a). It is the responsibility of the Maine House and Senate State Committee Members to inform the Rules and Bylaws Committee of any legislative changes made to Title 21-A so that the Committee can take appropriate action.
- 13.1(c) Reviewing the State Committee Bylaws to recommend changes to the State Committee for ratification.
- 13.1(d) Reviewing these Rules to recommend changes to be presented at the State Convention for ratification
- 13.1(e) Reviewing County and Municipal Committee Bylaws to ensure compliance with Maine Republican Party Bylaws and Rules, Title 21-A, and Republican National Committee Rules.
- 13.1(f) Crafting appropriate language for any required mandates or changes and communicating such mandates and changes to the County Committees, who shall be responsible for informing the Municipal Committees of such mandates and changes. County and Municipal Committees shall adopt in their respective Bylaws the required language as written.

## **14.0 RESOLUTIONS**

Resolutions regarding political issues not already defined in the current platform shall be presented to the State Committee following the procedure specified in Article VII.2.C of the Bylaws of the State Committee.

## **15.0 ELECTION OF PARTY NOMINEES**

The Maine Republican Party nominees for elected office, including United States Senator, United States Representative, Governor of the State of Maine, State Senator, and State Representative, shall be chosen by a plurality of votes cast.

## **16.0 EMERGENCY MEASURES**

In the event of a declared Federal or State Emergency, or other governmental action, preventing any or all in-person meetings of the State Committee, its Executive Committee, or meetings and proceedings of the State Convention, then all such meetings and proceedings may be conducted via electronic means according to the rules and procedures for virtual or hybrid meetings as set forth in Rule 3.1(g-j).

# **II. THE PROCEEDINGS OF THE 2026 CONVENTION**

## **1.0 GENERAL LAWS**

In compliance with election law as described in Title 21-A, §321, the State Convention of the Maine Republican Party shall be held biennially between March 1<sup>st</sup> and August 1<sup>st</sup> during a general election year. To provide for all requirements of the law and the Republican Party, the State Convention will be comprised of general sessions and caucuses of delegates representing each of the sixteen counties.

## **2.0 DELEGATE ALLOCATION**

Further, in compliance with Title 21-A, §321, the date and place for the Convention shall be determined by the State Committee. This business shall be concluded by the State Committee no later than the last day of June of each even-numbered year. The formula for Delegate allocation shall be determined as follows: three (3) delegates from each city, town, or plantation for the first fifty (50) Republicans, or a portion thereof, plus two (2) additional delegates for each additional one hundred fifty (150) Republicans or portion thereof above the first fifty (50). Enrollment of organized townships shall be included in the number of Republicans in the municipality in which they vote. Those select townships which the Secretary of State classifies as “organized” for election purposes will still have separate delegate allocations and separate caucuses. The number of Alternates allocated to each municipality shall be equal to the number of Delegates. Those elected as Delegates to the State Convention shall also serve as Delegates to the County Caucuses.

### **3.0 CONTESTED ELECTIONS**

**3.1** All contested elections to fill positions shall be conducted by secret ballot. All cast and unused ballots shall be returned to the Wardens. Once ballots are turned over to the Wardens, no additional ballots shall be accepted.

**3.2** The State Committee may approve the use of electronic balloting.

### **4.0 PROCEEDINGS OF CONVENTION**

**4.1** In compliance with Title 21-A, §321, and Section I General Rules of the Party, the proceedings of the State Convention shall include:

4.1(a) Election of a Secretary and Chair of the convention in that order;

4.1(b) Adoption of General Rules of the Party and Proceedings of the next Convention;

4.1(c) Adoption of a platform for the next general election;

4.1(d) Convening of County Caucuses;

4.1(e) Election of members of the State Committee (see General Rule 1.4(b-c));

4.1(f) Presidential election year only:

4.1(f)(1) Nomination of a National Committeeman and National Committeewoman;

4.1(f)(2) Election of delegates and alternate delegates to the Republican National Convention;

4.1(f)(3) Nomination of the number of presidential electors to which the State is entitled;

4.1(f)(4) Convening of district caucuses for the election of delegates and alternate delegates to the Republican National Convention.

**4.2** No delegate shall speak more than twice upon the same question and no longer than three (3) minutes at a time unless by leave of the Convention.

### **5.0 ELECTION OF NATIONAL CONVENTION DELEGATES AND ALTERNATE DELEGATES**

**5.1** In compliance with National Republican Party Rules, election of delegates, alternate delegates, and filling of vacancies to the National Convention shall be conducted as follows:

5.1(a) The total number of delegates and alternate delegates shall be determined by the formula set forth in the rules adopted by each National Convention. Of such total number, three (3) delegates and three (3) alternate delegates shall be elected in the District Caucus of each congressional district, and the remainder of said delegates and alternate delegates shall be elected at-large by the delegates to the State Convention. Any election with more candidates than the number of delegates and alternate delegates shall be conducted by written ballot.

- 5.1(b) There shall be no automatic delegates to the National Convention selected by virtue of Party position or elective office, except as provided by the rules of the Republican National Committee.
  - 5.1(c) Those seeking to have their names on the National Convention Delegate ballot to be cast during the General Session and/or the District Caucuses of the State Convention must submit their information on the official form distributed with the convention packet sent to each delegate and alternate. Forms must be submitted to the Maine Republican Party no later than twenty-one (21) days prior to the Convention.
  - 5.1(d) In the event of a vacancy caused by the death, disqualification, or resignation of any delegate prior to the convening of the convention, the alternate delegate who received the greatest number of votes will be selected to fill the vacancy. If there is more than one vacancy, the same procedure shall be followed in descending order of votes cast for alternate delegates.
  - 5.1(e) For the purposes of electing delegates and alternate delegates to the National Convention, those who receive the highest number of votes, in numeric order, shall be elected.
  - 5.1(f) In the event of any ambiguities, inconsistencies, or unforeseen circumstances, these rules shall be interpreted and construed by the State Committee, whose interpretation and construction shall be final and binding when made in accordance with applicable legal principles.
- 5.2** Pursuant to Title 21-A, the State Committee shall certify, no later than October 1 of the year preceding the Presidential election, whether there is a contest for the Republican nomination for President. The following rules shall apply:
- 5.2(a) The delegates and alternates to the Republican National Convention shall be bound on a proportional basis through the first ballot to candidates receiving in excess of 20% of the statewide vote of the Presidential Primary. If no Presidential candidate reaches the 20% threshold of the statewide vote, the threshold becomes 5% for a candidate to receive votes by national delegates.
  - 5.2(b) If a candidate receives in excess of 50% of the statewide vote of the Presidential Primary, that candidate shall receive all of Maine's delegates' votes.
  - 5.2(c) Delegates and Alternate delegates shall be bound by the following formula: The votes received by each Presidential candidate who receives in excess of the threshold, without rounding, shall be divided by the total number of votes cast for all President Candidates receiving in excess of the threshold. Starting with the candidate receiving the highest number of statewide votes, the percentage shall be multiplied by the total number of delegates rounded up to the next whole number to produce the delegate allotment for each candidate. This allocation process shall be repeated with each of the remaining Presidential candidates in descending order of their statewide totals until all available delegates are allotted.
  - 5.2(d) The proportional delegate allocation shall be rounded to the nearest whole delegate. In the event that a delegate is unallocated due to mathematical



rounding, the unallocated delegate vote shall be cast in favor of the candidate closest to the rounding threshold. In the event that delegates are over-allocated due to mathematical rounding, the over-allocated delegate shall be removed from the candidate furthest from the rounding threshold.

- 5.2(e) If a Presidential Candidate who is allocated delegates withdraws prior to the National Convention, the delegates bound to that Candidate become unbound.
- 5.2(f) The election of the Maine delegation to the 2026 Republican National Convention will be held during the 2026 Maine Republican State Convention pursuant to Rules 5.0 and 6.0 in the Proceedings of the 2026 State Convention.

## **6.0 DISTRICT CAUCUS PROCEEDINGS IN A PRESIDENTIAL YEAR**

**6.1** The proceedings of the District Caucuses shall include:

- 6.1(a) Election of a Secretary and a Chair of the caucus in that order.
- 6.1(b) In a Presidential election year and in compliance with National Republican Party Rules, three (3) delegates and three (3) alternate delegates shall be elected to the Republican National Convention from each district.
- 6.1(c) The voting for District Delegates and Alternates shall take place before the election of At-Large Delegates and Alternates.
- 6.1(d) Other business to come before the caucus.
- 6.1(e) Adjournment.

## **7.0 COUNTY CAUCUSES**

**7.1** The proceedings of the County Caucuses shall include:

- 7.1(a) Call to order by the State Committeeman, State Committeewoman, Chair, or Vice Chair of the County.
- 7.1(b) Election of a Caucus Secretary.
- 7.1(c) Election of a Caucus Chair who shall also serve as Chair of the County Delegation to the State Convention and District Caucus for the remainder of the Convention proceedings.
- 7.1(d) Ratification of existing Bylaws without amendments. Amendments to County Bylaws may be made at County Committee meetings in accordance with the rules and procedures set forth in the County Bylaws.
- 7.1(e) Election of County Committee members previously nominated at the municipal caucuses.
- 7.1(f) Nomination of members to the State Committee. See Section I Rule 1.4(b-c).
- 7.1(g) Other business to come before the caucus;
- 7.1(h) Adjournment.

## **8.0 COMMITTEE ON RESOLUTIONS (PLATFORM)**

**8.1** A Standing Resolutions (Platform) Committee shall be established no later than March 25<sup>th</sup> of each odd numbered year, to serve until the Biennial State Convention. The Standing Resolutions Committee shall create and present to the State Convention a proposed Platform for the following general election. The draft Platform shall be completed no later than October 1<sup>st</sup> of each odd numbered year. The Standing Resolutions Committee may consider revisions to the draft Platform provided they are received no later than 11:59 p.m. on March 15<sup>th</sup> of the even-numbered year.

8.1(a) An individual amendment or additional plank to the draft Platform may be proposed by any enrolled Republican provided it has been formally submitted to the Chair of the Standing Resolutions Committee on the Platform Amendment Request Form using the email address provided by the Maine Republican Party.

8.1(b) The Standing Resolutions Committee shall meet to consider each proposed revision and to finalize the proposed Platform by April 1<sup>st</sup>.

**8.2** The Standing Resolutions Committee shall be constituted as follows:

8.2(a) One member, who must be a resident of the county of appointment at the time of appointment, to be elected by each County Committee;

8.2(b) One Republican member of the State Senate appointed by the ranking member;

8.2(c) One Republican member of the House of Representatives appointed by the ranking member;

8.2(d) One member appointed by the Chair of the State Committee;

8.2(e) One member appointed by each member of the Maine Republican Congressional Delegation;

8.2(f) When a Republican, the Governor or his designee.

**8.3** The Standing Resolutions Committee shall be convened by the Chair of the State Committee at such time and place as the Chair may direct after the Committee is established, but no later than April 15<sup>th</sup> of each odd-numbered year. The Committee shall organize itself by the election of a Chair and Secretary. In case of the death or resignation of any member, said member shall be replaced in the same manner as the member was originally chosen.

**8.4** Amendments to the proposed Platform may be made on the floor of the Convention in accordance with the following procedures:

8.4(a) Amendments or additional planks shall be made on an individual basis and submitted in writing to the Maine Republican Party on or before 11:00 a.m. ten (10) calendar days prior to the opening day of the convention.

8.4(b) Such amendments or additional planks shall be signed by at least twenty-five (25) credentialed delegates to the convention representing at least five (5) counties.

- 8.4(c) Upon receipt, the proposed amendments or additional planks shall be date and time stamped.
- 8.4(d) Proposed amendments or additional planks shall be printed and distributed to all delegates and alternates with their credentials.
- 8.4(e) A proposed amendment shall be addressed on the floor of the Convention only after a sponsor has formally moved for its consideration.

## **9.0 CONVENTION PROCEEDINGS**

The Convention shall proceed in accordance with the order of business as distributed to the delegates upon their arrival at the convention.

## **10.0 VOTING PROCEDURE**

**10.1** The voting procedure at the Convention shall be as follows:

- 10.1(a) Each elected delegate shall be provided a voting card with the delegate's name and municipality boldly printed upon it.
- 10.1(b) When the Convention Chair calls for a vote on any motion not requiring a written ballot, the Convention Chair may call for either a voice vote or ask the delegates to raise their voting cards.
- 10.1(c) If either a vote with voting cards or a voice vote does not clearly decide the issue, the Convention Chair may call for a revote with cards. The Convention Chair will direct aides to count the votes.

## **11.0 COMMITTEE ON CREDENTIALS**

**11.1** The Chair of the Maine Republican Party shall appoint a Chair and a committee of nine (9) State Committee members to constitute the Committee on Credentials. The Secretary of the State Committee shall receive all such credentials and present them to the Committee on Credentials for consideration. The Committee on Credentials may appoint such subcommittees as it deems fit to receive the evidence relating to any controversy, or relating to any other matter on credentials, and to make recommendations to the Committee on Credentials.

**11.2** The Committee on Credentials shall be responsible for issuing credentials. Credentials shall be distributed only to those Delegates and Alternates who have paid their fees and who show valid identification. For purposes of this section, a valid identification shall be an active State of Maine Driver's License or State Identification Card, or current passport. All identification must contain a picture of the Delegate or Alternate. No person, Delegate or Alternate, shall be authorized to pick up the credentials of another Delegate or Alternate.

## **12.0 ROLL CALL OF DELEGATES**

The lists of delegates submitted by the municipal caucuses, and anyone appointed by a delegation chair following the caucus, shall constitute the permanent roll call of delegates, except as the Committee on Credentials shall otherwise decide. Any challenge to a delegate's right to sit shall be filed in writing on the form provided from

the Convention Office and delivered to the Secretary of the State Convention by 5 P.M. on the day preceding the first day of the convention. Any ruling or decision of the Committee on Credentials shall be subject to final action by a majority vote of those present and voting at the convention.

### **13.0 CONVENTION DELEGATIONS**

**13.1** The Delegates and Alternates to the State Convention and the respective county caucuses must be residents of the municipality which they represent. If a full complement of delegates cannot be present at any session of the State Convention, any session of a district caucus, or the respective county caucuses, it shall be the responsibility of the Delegation Chair to fill vacancies from the list of alternates presented no later than thirty (30) calendar days prior to the start of the convention. Each person appointed to fill a vacancy shall be a resident of the particular municipality which he/she represents.

**13.2** Unless a Municipal Caucus has provided otherwise, alternates will succeed to the position of an absent delegate by a random drawing.

### **14.0 DELEGATION CHAIR**

**14.1** Each municipal and county delegation shall have a Delegation Chair.

**14.2** The Delegation Chair for the municipality or county delegation shall be a resident of the municipality or county they represent. In the event a Municipal Delegation Chair resigns the position before the convention, the resignation must be submitted in writing to the Maine Republican Party. The remaining delegates shall meet and elect a new Delegation Chair. The Maine Republican Party must be notified immediately when a new Delegation Chair is selected.

**14.3** If a Delegation Chair is temporarily absent during the convention, the Delegation Chair will appoint a Deputy Delegation Chair and notify the County Committee Chairs of such appointment.

**14.4** It is the responsibility of the County Committee Chair or Delegation Chair to confirm that all Municipal Delegation Chairs are present during voting and other proceedings where their presence is required during the convention. If a Municipal Delegation Chair is absent, the County Committee Chair or Delegation Chair shall appoint a replacement Municipal Delegation Chair and shall notify the convention office of the new chair's name.

### **15.0 VOTING PROCEDURE**

**15.1** Should the Convention Chair order a voice vote from the delegates and there is an objection to this method, any objecting delegate may ask for a Point of Order and ask for reconsideration of the voting procedure.

**15.2** For any vote conducted by a voice vote or voting card, a roll call vote of the Convention may be called. A roll call vote of the Convention shall be taken on demand of the chairs of the caucuses of eight (8) counties. Whenever a roll call vote is required, municipal delegation chairs shall poll their delegations and deliver the responses promptly in writing to the chairs of the county delegations. The county committee chairs shall tally the results of the municipal delegations and deliver the results promptly in writing to the state convention or district

caucus chair. Counties, or in county caucuses, municipalities, may be called upon in alphabetical order to announce their results.

**15.3** During voting, seating in the delegate area shall be reserved solely for delegates with proper credentials. Absent such credentials, no one except officers of the convention shall be admitted to the section of the convention hall apportioned for delegates.

## **16.0 CONTESTED ELECTIONS**

**16.1** All contested elections to fill positions shall be conducted by secret ballot. For all elections to fill positions, a call for additional nominations from the floor shall be issued by the Chair. Each delegate shall be allowed to cast one vote and shall not vote by proxy.

**16.2** In a presidential election year, balloting for National Committeeman and National Committeewoman shall only be conducted while the full convention is in session and, once initiated, must continue uninterrupted until a candidate receives more than half the votes cast to prevail in a balloted election. In the event no candidate attains a majority of votes cast, a runoff election shall be conducted between the two candidates with the most votes.

## **17.0 CONVENTION BALLOT COMMITTEE**

**17.1** There shall be a Convention Ballot Committee formed to oversee the election process and to report the results to the Convention or Caucus Chair.

**17.2** The Chair of the Maine Republican Party shall appoint an Election Warden from each Congressional District to oversee the tallying of ballots for all elections at the Convention no later than thirty (30) calendar days before the opening day of the Convention.

**17.3** The Chair of the Maine Republican Party shall appoint a minimum of 6 Delegates or Alternates to serve on the Ballot Committee.

**17.4** With the exception of the offices of National Convention Delegate and National Convention Alternate, no member of the Convention Ballot Committee shall be a candidate for any office that is subject to a balloted election.

**17.5** Each candidate or their representative may be present to observe the tally of ballots.

## **18.0 SAVINGS AND SEVERABILITY**

If any of the Rules for the Maine Republican Party or the Proceedings of the Maine Republican Convention are found to be in violation of any Rule of the Republican National Committee or invalid as a result of changes in State Statute, those invalid Rules shall not invalidate any other Rule of the Maine Republican Party contained in this document. In the event any of these Rules are found invalid, they shall be referred to the Rules and Bylaws Committee for action. The Rules and Bylaws Committee shall redraft the specific Rule(s) for adoption by the State Committee at its next regularly scheduled meeting.

## **19.0 ROBERTS RULES OF ORDER**

*Roberts Rules of Order, Newly Revised*, shall be the Rules of the Maine Republican Party so far as they are applicable and consistent with these rules as written.

### **RULES AND BYLAWS COMMITTEE For the years 2023-2025**

Annalee Rosenblatt, Chair, Cumberland  
Nancy Ford, York  
Hon. MaryAnne Kinney, Waldo  
Robert Simpson, Washington  
Alex Titcomb, Sagadahoc  
Tyler Washburn, Cumberland  
Trisha White, Piscataquis  
David Whitney, Washington

Hon. Joel Stetkis, Ex Officio  
Chair Maine Republican Party