

Grand Traverse County Republican Party Policy and Procedures for Executive Board Orientation Outreach

Policy:

An orientation outreach is crucial to clarify the roles and expectations of new executive board members and delegate volunteers, by setting a foundation to better administer the goals of the Grand Traverse County Republican Party (GTGOP). Orienting all executive board members and county delegates who serve on special committees will help to assimilate them into their roles quickly, while fostering a better appreciation of the workings within the GTGOP. Building an effective and committed executive board ensures impactful support for republican candidates, while achieving compliance with Michigan election laws.

Procedures:

Every even-numbered year precinct delegates are elected. Elected precinct delegates who decide to be in the running for the Executive Committee will be given an opportunity to voluntarily attend an orientation outreach program, sponsored by the GTGOP. The program will welcome, inform, and integrate new precinct delegates into the duties of the GTGOP Executive Committee.

A specific schedule should be followed to implement a successful orientation outreach program.

- I. The Special Committee on Communication will post announcements on social platforms inviting conscientious and hardworking republican patriots to become candidates for precinct delegate.

Example: If you are at least 18 years of age, a bona fide resident of Grand Traverse County, and registered to vote at an address within the precinct, consider becoming a Republican candidate for precinct delegate.

An announcement should appear at least 60-days prior to the precinct delegate filing deadline. The candidate filing deadline is typically early May.

- II. After the primary election and certification of candidates elected to precinct delegate positions, the GTGOP Executive Committee will determine the date for the orientation outreach program. The program must be scheduled prior to the Fall Convention. To accommodate everyone's schedule it may be necessary to offer more than one program.

- III. The Special Committee on Communication will be tasked to notify and encourage the elected delegates to attend the orientation program, particularly if they are seeking to run for the GTGOP Executive Committee.
- IV. An informational packet will be distributed at the orientation program to all attendees. This information is also available on the GTGOP website. The packet will contain at least the following:
 - a. Welcome letter from the GTGOP Chair
 - b. Application for GTGOP membership
 - c. Copy of GTGOP Mission, Vision, and Core Values statements.
 - d. Copy of GTGOP Goals and Action Items
 - e. GTGOP By-Laws
 - f. Functions and Responsibilities of the Special Committees
 - g. GTGOP Approved Policies and Procedures
 - h. Copy of Roberts Rules of Order (2-page simplified version)
- V. The County Chair will form an Ad Hoc committee to develop an agenda and short PowerPoint presentation for the orientation program. Upon completion, the agenda and PowerPoint presentation will be given to the Executive Board for review and final approval.
- VI. The County Chair and other speakers, selected by the Chair, will present the orientation program.
- VII. The duration of the orientation program is limited to 60 minutes, with Q&A afterwards.
- VIII. Delegates having attended the orientation program will be acknowledged by name at the Fall Convention and prior to electing new Executive Committee members.

Approved

Executive Committee
Grand Traverse County Republican Party

Chair: Kate Kiss

Date: 2-12-2026