

DIRECTIVE 2008-41

April 1, 2008

To: All County Boards of Elections

Re: Central And Executive Committee Reports

Names and Addresses of Officers and Members of the Central and Executive Committees

If your county's Democratic or Republican Party held an election for county central committee members on March 4, 2008, an organizational meeting of a county central committee shall be held not earlier than six nor later than fifteen days after certification of election results by the board of elections (certification includes recounts). (R.C. 3517.04)

Notice of any organizational meeting held pursuant to R.C. 3517.04, giving the place and time of the meeting, must be sent by mail to each member-elect of the county central committee by the secretary of the committee. Please note that it is the political party's responsibility to provide a copy of the notice to the board of elections at least five days prior to any such meeting. It is the board's responsibility to **post a copy of this notice in the office of the county board of elections at least five days prior to any such meeting.**

The letter and forms (Forms D1-4 and R1-4) accompanying this Directive must be provided by the board of elections to **the secretaries of the respective political parties that held elections for county central committee members at the March 4, 2008 primary election.** The forms are to be used for reporting to the Secretary of State's office the names and addresses of all officers and all members of the county central and executive committees of the major political parties.

It is important that the letter and forms be delivered from the board office to the committee secretary immediately. Please remind the central committees' secretaries of the importance of these reports and inform them that they need to be returned to the Board of Elections as soon as possible after the organization meeting, but no later than **May 9, 2008.**

Upon completion of the forms by the party secretary selected during party reorganization, the completed forms are to be returned to the board of elections as noted in the accompanying letter. Please forward the original of each completed form to the Secretary of State's office **no later than May 16, 2008.** Please keep a copy of the completed forms for your board of election files.

The report forms should be sent to the Secretary of State's Office, Elections Division, Attention: Denise Sherrod at: 180 E. Broad St, 15th Floor, Columbus, OH 43215, or P.O. Box 2828, Columbus, OH 43216.

If you have any questions regarding the forms, please contact the Elections Division administrative staff at 614-466-2585.

Sincerely,

Jennifer Brunner

April 1, 2008

T0: County Central Committee Secretary

Re: Organizational Meeting of County Central Committee:

Reporting Names and Addresses of Officers and Members of the Central and Executive Committees

At the March 4, 2008 Primary Election, an election of county central committee members was conducted for your political party. In accordance with Ohio Revised Code Section 3517.04 (R.C. 3517.04), an organizational meeting must be held not earlier than six nor later than fifteen days following the certification of election results by the board of elections for the election of members of county central committees in that county (certification includes recounts).

Notice of any organizational meeting held pursuant to R.C. 3517.04, giving the place and time of the meeting, must be sent to each member-elect by the secretary of the county central committee by mail, and a copy of the notice must be provided to the board of elections so that it is posted in the office of the county board of elections **at least five days prior to any such meeting.**

R.C. 3517.06 requires each county political party to file the names and addresses of **all members and officers** of the county central and executive committees of the major political parties with the board of elections and the Secretary of State. For your convenience, we have enclosed a set of forms (Forms D1-4 or R1-4) that must be completed after the political party's organizational meeting **and returned to the county board of elections no later than May 9, 2008.** The board of elections will retain one copy of the forms and send the original forms to Secretary of State's office.

As a reminder, R.C. 3517.02 provides that each political party must file with the office of the Secretary of State a copy of its **constitution and by-laws**, if any, **within thirty days** of adoption or amendment. Also, R.C. 3517.06 provides that when a vacancy is filled on the county central or executive committee of a county political party at any time after the organizational meeting, each county political party must promptly report to the board of elections and to the Secretary of State the **names and addresses of the new members** who are appointed to fill such vacancies.

If you have questions regarding the completion of these forms or your obligations under the above section of Ohio law, please contact a member of the Elections Division staff at (614) 466-2585.

Sincerely,

Jennifer Brunner