

DIRECTIVE 2010-51

May 18, 2010

To: All County Boards of Elections

Re: Major Party County Central and Executive Committee Reports, and
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 May 4, 2010, pursuant to R.C. 3517.04 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).

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 (SOS Forms D1-4 and R1-4) accompanying this Directive must be provided by the board of elections to the secretaries of the respective major political parties that held elections for county central committee members at the May 4, 2010 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 board of elections deliver the letter and forms (SOS Forms D1-4 and R1-4) accompanying this Directive to the committee secretary immediately. Please remind the central committees' secretaries of the importance of these reports and inform them that the completed forms need to be returned to the Board of Elections as soon as possible after the organization meeting, but no later than **June 28, 2010.**

Upon completion of the forms by the secretary of the newly organized central committee and the secretary of the newly organized executive committee, 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 July 8, 2010.** A copy of the completed forms should be kept in your board of election files.

Send the completed report forms 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,

Michael Rankin
Assistant Secretary of State

May 18, 2010

T0: Major Party County Central Committee Secretary

Re: Organizational Meeting of Major Party County Central Committee, and
Reporting Names and Addresses of Officers and Members of the Central and Executive
Committees

At the May 4, 2010 Primary Election, an election of county central committee members was conducted for your political party. In accordance with Section 3517.04 of the Revised Code ("R.C.") of Ohio, your newly elected central committee members must hold an organizational meeting not earlier than six, nor later than fifteen, days after the board of elections certifies the election results for the election of members of county central committees in the county. (The board's certification must include the results of any recounts of such elections before party reorganization meeting can be held.)

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

R.C. 3517.06 requires each major political party in the county to file the names and addresses of **all members and officers** of the county central and executive committees with the board of elections and the Secretary of State. For your convenience, enclosed please find a set of forms (Forms D1-4 or R1-4) that must be completed after the major political party's organizational meeting **and returned to the board of elections no later than June 28, 2010**. The board of elections will retain one copy of the forms and will forward 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 30 days** of adoption or amendment. R.C. 3517.06 further 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,

Michael Rankin
Assistant Secretary of State