

CONSTITUTION

of the

42ND SENATE DISTRICT REPUBLICAN PARTY OF MINNESOTA

PREAMBLE

The 42nd Senate District Republican Party of Minnesota welcomes into the Republican Party of Minnesota (“State Party”) all Minnesotans who are concerned with the implementation of honest, efficient, and responsive government, consistent with the principles of the State Party. In addition to the State Party platform, the Party believes in these principles as stated in the Declaration of Independence: that all men are created equal; that they are endowed by their Creator with certain inalienable rights; that among these rights are life, liberty, and the pursuit of happiness. We are committed to equal representation and opportunity for all and preservation of the rights of each individual.

Article I. Name and Purpose

Section 1.01 Name

The official name of this basic political organization unit (“BPOU” or “Senate District”) shall be the 42nd Senate District Republican Party of Minnesota (or the 42nd Senate District RPM), and which may also be commonly referred to as the Senate District 42 Republican Party of Minnesota, Senate District 42 Republicans, SD42 Republican Party of Minnesota, or SD42 Republicans.

Section 1.02 Purposes, Objectives, and Duties

The purposes, objectives, and duties of this BPOU include:

- A) Endorsing of candidates for elected offices which specifically represent the constituencies of this BPOU (such as, for example, State Senator for Senate District 42, State House Representative for House District 42A, and State House Representative for House District 42B) and who support the platform and principles of the State Party;
- B) Recommending of candidates for non-partisan elected offices which generally represent the constituencies of this BPOU (such as, for example, those related to school boards, city councils, city mayors, county commissioners, park district boards, etc.) and who support the platform and principles of the State Party;
- C) Supporting BPOU-endorsed and BPOU-recommended candidates to help win their elections;
- D) Promoting the BPOU, the State Party, and the Republican Party, generally, to help increase the number of Republican Party voters in the BPOU specifically, and throughout the State

of Minnesota and the United States generally (such as, for example, through community outreach, State Party auxiliary or affiliated group connectivity, and other State Party BPOU relationship development and collaboration);

- E) Informing and educating BPOU constituencies on matters of public, political, and State Party impact and interest in consideration of and consistent with the United States Constitution and the laws of the United States, as well as the State of Minnesota Constitution and the laws of the State of Minnesota;
- F) Conducting and administering any other activities as required of the BPOU by law or the State Party, or as deemed by the BPOU (and not contrary to the law or the Party) to be in the furtherance of the governance, operation, or function of the BPOU.

Article II. Membership

The membership of this BPOU shall be composed of all citizens eligible to vote at the next general election within the currently established boundaries of the 42nd Senate District of Minnesota, who wish to be affiliated with the State Party, and who support the purposes, objectives, and duties of the BPOU and the platform and principles of the State Party.

Article III. Management and Structure

Section 3.01 Management and Administration

The management and administration of this BPOU shall generally rest with the duly elected or appointed members of the Executive Committee.

Section 3.02 Executive Committee Composition

The BPOU Executive Committee officers shall include:

- A) one (1) Chair;
- B) one (1) Deputy Chair;
- C) one (1) Treasurer;
- D) one (1) Secretary; and
- E) six (6) Vice Chairs, three (3) of whom shall reside in House District 42A, and three of whom shall reside in House District 42B (and each and all of whom shall be duly elected, or appointed, as the case may be as further described herein).

In addition, the Chair may also appoint up to a maximum of ten (10) additional BPOU Vice Chairs, each of whom must be confirmed by at least a two-thirds (2/3) vote of the Executive Committee.

Section 3.03 Duties of the Executive Committee

The duties of the Executive Committee officers shall be as follows:

- A) *Chair.* The Chair shall organize the Executive Committee and oversee all activities of the BPOU. The Chair shall also create an annual report of the BPOU's general strategies, priorities, and agenda, and present the annual report to the Executive Committee on an annual basis.
- B) *Deputy Chair.* The Deputy shall act with the power of the Chair at any duly constituted meeting of the BPOU in which the Chair is absent, and in all other circumstances when the Chair is not available and cannot be reached within a reasonable time, and support the Chair in the creation of the annual report of the BPOU's general strategies, priorities, and agenda. Should the Chair resign, the Deputy Chair shall assume the chair position until the end of the Chair's term.
- C) *Treasurer.* The Treasurer shall be responsible for all BPOU funds, maintain accurate financial records, disburse moneys as authorized by the Executive Committee, and prepare and submit all reports to the state as required by law.
- D) *Secretary.* The Secretary shall keep minutes of meetings, be responsible for written correspondence with the members of the Executive Committee and the delegates and alternate delegates to BPOU conventions, and provide other correspondence that may be necessary.
- E) *Vice Chairs.* The Vice Chairs shall assist the Chair and Deputy Chair in implementing the BPOU's general strategies, priorities, and agenda; and otherwise support the organizing of the BPOU's affairs and managing of its committees.

Section 3.04 Duties of BPOU Convention Delegates and Alternate Delegates

The duties of delegates and alternate delegates to the BPOU shall be as follows:

- A) Work with BPOU precinct and Executive Committee officers to elect BPOU-endorsed or BPOU-recommended candidates;
- B) Attend BPOU conventions and be an involved participant in the political process;
- C) Support BPOU-endorsed and BPOU-recommended candidates and the State Party financially; and

- D) Assist BPOU-endorsed and BPOU-recommended candidates, and the BPOU by helping with fundraising events, “get out the vote” promotions, literature drops, sign placements, and other activities.

Section 3.05 Duties of Precinct Officers

The duties of the precinct officers (chair, vice chair, treasurer, and secretary) to the BPOU shall be as follows:

- A) Represent the BPOU and the State Party to the voters in your precinct;
- B) Attend precinct officer leadership training;
- C) Support BPOU-endorsed and BPOU-recommended candidates and the State Party financially;
- D) Recruit volunteers and assist BPOU-endorsed and BPOU-recommended candidates, and the BPOU by helping with fundraising events, “get out the vote” promotions, literature drops, sign placements, and other activities; and
- E) Ask precinct delegates to attend BPOU conventions, and encourage alternate delegates to attend BPOU conventions to fill potentially missing delegate seats.

Section 3.05 Finances

The BPOU financial records shall be maintained in an orderly fashion by the BPOU Treasurer. The BPOU Treasurer shall make no disbursements greater than \$500.00 without prior approval of the Executive Committee Chair. In addition:

- A) Financial records (such as, for example, bank statements and income statement and balance sheets) shall be reviewed at least quarterly by the Executive Committee.
- B) All financial institution signature cards shall be signed by the BPOU Chair, Deputy Chair, and Treasurer.
- C) All disbursements shall be by check or debit card; and any check or debit card transaction for an amount in excess of \$1,000.00 shall require written approval for the transaction by at least two (2) of the following Executive Committee members: the Chair, Deputy Chair, Treasurer, or Secretary.
- D) All funds coming to the BPOU from any source shall be deposited in the BPOU’s account(s).
- E) Neither the Treasurer, nor any other BPOU officer with check signing or debit card payment authority, may sign any check or process a debit card payment in which the Chair, Deputy Chair, Treasurer, or Secretary is a payee, unless there is written approval to do so by at least

three (3) of the following Executive Committee members: the Chair, Deputy Chair, Treasurer, or Secretary.

Section 3.06 BPOU Full Committee

This BPOU's Full Committee shall be composed of all:

- A) Members of this BPOU's Executive Committee
- B) State Central Committee delegates and alternate delegates representing this BPOU;
- C) Precinct officer from each precinct in this BPOU; and
- D) Elected Republican legislators living within the current boundaries of the Minnesota Senate District 42.

A BPOU Full Committee meeting is expected to be held at least once per year, the date, time, notice, and invitation for which shall be at the discretion of this BPOU's Executive Committee. All BPOU Full Committee members shall have full voting rights at such a meeting.

Section 3.07 Nonpartisan Candidate Recommendations

The Executive Committee of the BPOU may recommend candidates for nonpartisan offices within the Senate District 42. Any recommendation shall require at least a seventy-five percent (75%) approval of the voting strength of a meeting duly constituted under Article V herein.

Article IV. BPOU Elections

Section 4.01 Precinct Officers

Officers of each precinct in this BPOU shall consist of one of each of the following: Chair, Vice Chair, Treasurer, and Secretary, respectively, each of whom shall be elected to a two-year term at the even-numbered year caucus, in compliance with Minnesota law and the Party. In the event a BPOU precinct fails to elect any such officer(s) at the even number year caucus, the BPOU Executive Committee may appoint an individual to fill the vacancy in that precinct.

Section 4.02 Precinct Delegates and Alternate Delegates

Precinct delegates and alternate delegates for the BPOU conventions shall be elected for a two-year term from persons nominated and elected through the official BPOU precinct caucuses, and consistent with Minnesota law and the State Party. The number of delegates and alternate delegates to be elected at the respective BPOU precinct caucuses shall be prescribed by the State Party.

Section 4.03 Executive Committee Officers; and State Party Central Committee Meeting Delegates and Alternate Delegates

The following BPOU Executive Committee officers, and delegates and alternate delegates to the State Central Committee, shall be elected at an odd year BPOU convention to a two-year term (except at the time of legislative redistricting, in which case whose terms shall then run until the next odd-year BPOU convention) by the respective BPOU delegates elected at the most recent BPOU precinct caucuses (subject to the specific rules adopted for and the Nominating Committee standards of the BPOU convention):

- A) The Chair, Deputy Chair, Treasurer, and Secretary, which positions shall be elected by such BPOU precinct caucus-elected delegates to the BPOU convention “at large”;
- B) Six (6) Vice Chairs in total, which positions shall be elected by such BPOU precinct caucus-elected delegates, subject to the following:
 - i) Three (3) of the six (6) Vice Chair positions shall be elected from persons residing in House District 42A by such BPOU precinct caucus-elected delegates to the BPOU convention and who also reside in House District 42A; and
 - ii) Three (3) of the six (6) Vice Chair positions shall be elected from persons residing in House District 42B by such BPOU precinct caucus-elected delegates to the BPOU convention and who also reside in House District 42B.
- C) State Party Central Committee meeting delegates and alternate delegates shall be elected “at large” by the BPOU precinct caucus-elected delegates. Alternate delegates from these BPOU convention elections shall be ranked for seating purposes at the State Party Central Committee meeting.

Section 4.04 State Party and Third Congressional District Convention Delegates and Alternate Delegates

State Party and Third Congressional District delegates and alternate delegates shall be elected at an even year BPOU convention by the respective BPOU delegates elected at the most recent BPOU precinct caucuses (subject to the specific rules adopted for and the Nominating Committee standards of the BPOU convention). Alternate delegates from these BPOU convention elections shall be ranked for seating purposes at these State Party and Third Congressional District conventions.

Section 4.06 Special Appointments – Third Congressional District Full Committee Meetings

The Executive Committee shall designate, at its discretion, delegates to attend any Third Congressional District (commonly referred to as Congressional District 3 or CD3) Full Committee meeting from among its elected members.

**Article V.
Meetings**

Section 5.01 Meeting Requirements

Meetings shall be conducted as follows:

- A) *Regular Committee Meetings.* The Executive Committee shall establish a calendar of regular meetings, provided that a one (1) week advance notice is given to the officers of the Executive Committee.
- B) *Special Committee Meetings.* The Executive Committee shall meet at the call of the Chair, the Deputy Chair, or at the request of any five (5) members of the Committee. Three (3) days' advance notice shall be provided to members of the Executive Committee.
- C) *Meeting Methods.* Executive Committee meetings may be held in person, electronically or "virtually" (such as, for example, via web-conferencing services/platforms like Zoom, Microsoft Teams, Cisco Webex, or others), telephonically (such as, for example, via teleconferencing/telephony services), voice over internet protocols, email exchange, or other methods or media (singularly or in any combination of the foregoing above) that allow for the recognition and establishment of an Executive Committee quorum, officer participation, and real-time connectivity, and as otherwise agreed to by a majority of the Executive Committee officers prior to and at the start of any such meeting.

Section 5.02 Quorums

- A) For the Executive Committee, a quorum shall be 50% of all elected and appointed members of the Executive Committee for the purpose of transacting BPOU business.
- B) For the Full Committee a quorum shall be 50% of the members.

Section 5.03 Rules and Procedures

The rules contained in the current edition of Roberts Rules of Order, Newly Revised shall govern the BPOU in all cases to which they are applicable and in which they are not inconsistent with this constitution, the constitution and bylaws of the State Party, Minnesota laws, or any special rules of order the BPOU may adopt.

**Article VI.
BPOU Conventions**

Section 6.01 Regular Conventions

BPOU conventions shall be held each year during the period and for the purpose designated by the official call issued by the State Party Executive Committee, the State Party Central Committee, the

Third Congressional District Committee, or the BPOU Executive Committee. The time, place, and method of these conventions will be determined by the BPOU Executive Committee.

Section 6.02 Special Conventions

BPOU special BPOU conventions shall be held at the call of the aforementioned groups, or at the discretion of the majority of the BPOU Executive Committee, provided that a minimum of ten (10) calendar days' notice, in writing, be sent to each BPOU convention to which the matter of the Special Convention may apply (e.g., to the "at large", House District 42A, or House District 42B delegate body(ies) may apply, respectively), and which writing may be by either postal mail or e-mail.

Section 6.03 Emergency Endorsing Conventions

If events warrant a Special Election to public office, an emergency Endorsing Convention shall be held at the call of the BPOU Chair. A notice of not less than five (5) calendar days shall be given to each BPOU convention delegate and alternate delegates elected at the most recent BPOU precinct caucus preceding the BPOU convention to which the matter of the Emergency Endorsing Convention may apply (e.g., to the "at large", House District 42A, or House District 42B delegate body(ies) may apply, respectively), and which writing may be by either postal mail or e-mail. The Emergency Endorsing Convention shall be held for the sole purpose of endorsing a candidate for office.

Section 6.04 Convention Committees

Prior to each BPOU convention, the Executive Committee generally shall appoint members to the following convention committees (including a Nominating Committee, a Rules Committee, a Credentials Committee, and such other committees as may be necessary or desirable):

- A) *Nominating Committee.* A Nominating Committee shall be appointed for the purpose of establishing standards for the BPOU convention with respect to the qualification and nomination of candidates for the various elected positions, and to provide a report at the BPOU convention on its activities.
- B) *Rules Committee.* A Rules Committee shall be appointed for the purpose of supporting the orderly administration of and conduct with respect to the BPOU convention, and to provide a report at the BPOU convention on its activities.
- C) *Credentials Committee.* A Credentials Committee shall be appointed for the purpose of collecting BPOU convention registration fees (if any), and verifying the credentials for and seating of the respective delegates or alternate delegates to the BPOU convention, and to provide a report at the BPOU convention on its activities.
- D) *Elections Committee.* An Elections Committee shall be appointed for the purpose of administering the voting processes, including establishing and overseeing ballot judges or

tellers in connection with ballot integrity and vote counting, and to provide a report at the BPOU convention on its activities.

- E) *Sergeant-at-Arms Committee.* A Sergeant-at-Arms Committee shall be appointed for the purpose of monitoring and securing the access to the BPOU convention, and to report to the BPOU convention-elected Temporary Chair and the BPOU convention attendees of any security concerns.
- F) *Arrangements Committee.* An Arrangements Committee shall be appointed for the purpose of planning the BPOU convention location, services (including technology or audio/visual capabilities), refreshments, and other facilities issues for the day of the BPOU convention.
- G) *Constitution Committee.* A Constitution Committee shall be appointed for the purposes of adopting or amending the BPOU Constitution at the BPOU convention, and to provide a report at the BPOU convention on its activities.
- H) *Resolutions Committee.* A Resolutions Committee shall be appointed for the purpose of reviewing and presenting those resolutions passed at the BPOU precinct caucuses most recently preceding the BPOU convention, and to provide a report at the BPOU convention on its activities.
- H) *Other Committees.* Other BPOU convention committees may be appointed by the Executive Committee as the Executive Committee deems necessary or appropriate for the operation or interest of the BPOU convention.

Section 6.05 First Order of Business

At all BPOU Conventions, the first (1st) order of business shall be the preliminary credentials report. The convention shall then proceed to the seating of the delegates, as outlined in Article VI, Section 6.06. A precinct shall be entitled to one (1) vote for each delegate, or alternate delegate(s) (as the case may be), present and seated.

Section 6.06 Seating Delegates at a BPOU Convention

A BPOU convention shall be composed of delegates and alternate delegates selected at BPOU precinct caucuses within Senate District 42. The ratio to allocate delegates shall be uniform throughout the BPOU (except in a redistricting year when the State Party Redistricting rules shall apply). The Credentials Committee shall seat all duly elected and accredited delegates of each BPOU precinct who are present. In the event no delegates are present from a BPOU precinct, the Credentials Committee shall seat all accredited alternate delegates from that BPOU precinct, indicating which delegates they replace.

Section 6.07 Filling Delegate Vacancies at the BPOU Convention

Vacancies shall be filled according to the following procedures:

- A) The BPOU precincts shall caucus after acceptance of the preliminary Credentials Committee report. If the BPOU precinct chair is not present, then the seated delegates shall elect a chair and proceed to fill the vacancies.
- B) Vacancies shall be filled by the alternate delegates in the order in which they were ranked by the BPOU precinct caucus. If the alternate delegates are not ranked, then they shall be selected by vote of the seated delegates. If a tie vote arises, the precinct chair shall appoint, by coin toss, one of the alternate delegates who participated in the tie. Alternate delegates shall be elected to fill vacancies individually to replace specific delegates. The alternate delegate so elected may subsequently vote in the election to fill the next vacancy.
- C) If a delegate leaves the BPOU convention floor, an alternate delegate may be seated at the discretion of that BPOU precinct's chair. When the delegate returns, the delegate shall be re-seated and the alternate delegate that had taken the delegate's seat shall be unseated. A delegate may be seated at any time, so long as the delegate has timely and properly registered.
- D) If a BPOU precinct has any vacancies that cannot be filled by alternate delegates from the same precinct, then the vacancy will remain. There will be no cross seating permitted.

Section 6.08 Candidate Endorsements at a BPOU Convention

A motion to endorse candidates for State Senator (Senate District 42), State House Representative (House District 42A), and State House Representative (House District 42B) will be in order at any BPOU convention in the years when these elections occur. This motion must carry by a majority vote.

- A) The BPOU convention may endorse a candidate for office of State Senator. Endorsement shall be by sixty (60) percent of the voting strength of the convention as determined by the final credentials report.
- B) A sub-caucus of a BPOU convention (or a Special Convention or an Emergency Endorsing Convention) of the BPOU precinct delegates representing precincts within State House Districts 42A or 42B may each endorse a candidate for State House Representative. However, if such endorsement is by a Special Convention or an Emergency Endorsement Convention, the agenda of said convention shall be limited to the endorsement of these candidates only. Endorsement shall be by sixty (60) percent of the voting strength of the sub-caucus or convention as determined by the final credentials report.
- C) A BPOU Convention may provide for a straw poll of candidates for State or Federal office(s).

**Article VII.
Vacancies and Removals**

Section 7.01 Filling Vacancies

The Executive Committee shall fill vacancies:

- A) Vacancies in precinct offices may be filled from that precinct by appointment of the Executive Committee; or, if so directed, by a caucus of Republicans in the affected precinct.
- B) Should vacancies occur in the Executive Committee, replacements shall be appointed by the Executive Committee and approved by a two-thirds (2/3) vote of the Executive Committee Officers at a meeting of the Executive Committee.

Section 7.02 Removal of Executive Committee

An officer of the Executive Committee may be removed from office by no less than a 3/4 (75%) majority vote of all of the Executive Committee officers, provided that the officer in question be furnished with a ten (10) day notice, in writing, provided either by email or postal mail, of the basis that may warrant removal and the Executive Committee's intention to vote on the officer's removal. Further, the officer in question: shall be entitled to respond to the basis alleged that may warrant removal in writing; and shall also have the right to argue the officer's case to the Executive Committee, prior to the Executive Committee's vote to remove or not remove the officer.

Section 7.03 Absentees

If a member of the Executive Committee is absent without cause from three (3) consecutive meetings, or who fails to provide a timely pre-meeting notice to another member of the Executive Committee who will be present at the meeting, then the absent member of the Executive Committee shall be subject to the removal provisions outlined in Article VII, Section 7.02.

Section 7.04 Mandatory Support of Candidates

It is the duty of all Executive Committee members to support Republican-endorsed candidates. Should any member of this body actively and publicly campaign against a Republican-endorsed candidate for elected office who is endorsed by the BPOU, that member may be removed from the Executive Committee in accordance with the provisions of Article VII, Section 7.02.

Section 7.05 Promotions

Any elected member of the Executive Committee who announces their candidacy for Federal, State or County elected public office shall be placed on immediate leave of absence; and if such candidate(s) receives an endorsement and/or runs in a primary election, such candidate(s) shall resign that candidate(s) position on the Executive Committee. If the Chair, Deputy Chair, Treasurer, Secretary is elected to a Congressional or State Executive Committee office, then that person's BPOU office shall be immediately declared vacant.

**Article VIII.
Dissolution**

In the event the Senate District lines are redrawn, the Executive Committee shall have the power to dissolve this Senate District 42 BPOU by a two-thirds (2/3) majority vote.

**Article IX.
Adoption and Amendments**

This Constitution may be adopted or amended by approval of a two-thirds (2/3) vote of the delegates present at any BPOU convention, provided that the proposed constitution to be adopted, or any amendments thereto, shall be first referred to a duly appointed Constitution Committee, and that the official convention call indicates that such a constitutional adoption, or any amendments thereto, will be considered.

**Article X.
General Provisions**

The Executive Committee Chair and Deputy Chair shall be the official spokespersons of the BPOU organization and no other member of the BPOU shall be authorized to express the views or otherwise speak on behalf of the BPOU or the BPOU Executive Committee on any matter of policy unless the BPOU has first considered and taken action designating another spokesperson to speak on its behalf on any particular matter. This limitation shall not be construed to prevent any member from freely expressing their own personal views, within the limitations as specified in the constitution.

03/2022