

Senate District 41 Republican Party

CONSTITUTION

Adopted February 28, 2023

Revised February 28, 2023

Preamble

The Republican Party of Minnesota, Senate District 41, welcomes the participation of all citizens of Senate District 41 who are concerned with the implementation of honest, efficient, and responsive government. It believes in the equality of all as stated in the Declaration of Independence and is committed to equal representation, opportunity for all and the preservation of individual rights. All citizens of Senate District 41, regardless of age, race, sex, religion, social or economic status, shall have equal opportunity and right of full participation in the membership, leadership and activities of Senate District 41, as provided in this constitution.

Article I-Name

The name of this organization shall be the Senate District 41 Republican Party of the State of Minnesota, a basic political organization unit of the Republican Party of Minnesota, hereinafter

An referred to as “the BPOU”.

Article II-Purpose and Objectives

Section 1: Purpose

The purpose of the BPOU shall be to elect Republican candidates to public office and to manage the affairs of the Republicans of Minnesota within the geographic boundaries of Senate District 41, the BPOU, subject to the direction of State Party and Congressional District authority within the scope of their functions under Minnesota law.

Section 2: Objectives and Duties

The objectives and duties of the BPOU shall include, but not be limited to, the following:

- A) Organize or cause to be organized each precinct in Senate District 41
- B) Recruit, endorse and work to elect qualified Republican candidates to the State Senate and State House of Representatives
- C) Assist in the election of State and Federal Republican endorsed candidates whose constituencies, when elected, will include residents of the district
- D) Work to recruit, endorse and elect Republican or Republican-leaning candidates for non-partisan local offices within the BPOU
- E) Encourage the participation in auxiliary Republican groups, and cooperate with and coordinate their activities
- F) Communicate the Republican message and principles at every opportunity
- G) Expand participation in Republican Party and other civic activities in Senate District 41

Article III-Membership

Participation in this BPOU organization shall be open to all residents eligible to vote in Senate District 41 who wish to be affiliated with the Republican Party and who support the purposes and objectives thereof.

Article IV-Organization

Section 1: Officers

The BPOU Officers shall include:

- A) BPOU Chair
- B) BPOU Deputy Chair
- C) BPOU Secretary
- D) BPOU Treasurer
- E) House District 41A Chair
- F) House District 41A Vice-Chair
- G) House District 41B Chair
- H) House District 41B Vice-Chair

Section 2: Executive Committee

The management of the BPOU shall rest with the BPOU Executive Committee, subject to the State Party, Congressional Districts, and Senate District 41 Constitutions and applicable State law. The BPOU Executive Committee shall be composed of:

- A. The officers and at-large representative listed in Section 1
- B. Each Republican member of the legislature residing within the district
- C. State Central Committee delegates who reside within the BPOU (they shall not be included in the quorum count unless they are present at a meeting.)

Section 3: Full Committee

The Full Committee shall be composed of:

- A. ~~Voting members of~~ The BPOU Executive Committee
- B. Chairs, or their representatives, of each precinct within the BPOU
- C. In order to fulfill the duties of the Executive Committee, the following positions may be appointed by the Chair subject to approval by the Executive Committee. A person may hold more than one position. The positions shall include but are not limited to the following:
 - A) Database Coordinator
 - B) Communications Coordinator
 - C) Volunteer Coordinator
 - D) Congressional District 2 Liaison
 - E) Congressional District 4 Liaison
 - F) Fundraising Coordinator
 - G) Community Events Coordinator
- D. A maximum of seven appointees of the Executive Committee Chair who, with the consent of the Full Committee, are serving as coordinator(s) as defined in Section 3-C.
- E. The immediate past Executive Committee Chair(s), for a period of two years.

Section 4: Duties

The duties of the Executive Committee shall be as follows:

- A) The BPOU Chair shall conduct BPOU Executive Committee meetings. The BPOU Deputy Chair shall conduct meetings in the Chair's absence. Together, they shall appoint committees and coordinate the activities of the House District officers. They are also ex-officio members of all BPOU committees.
- B) The Secretary shall keep minutes of meetings, be responsible for written correspondence with the members of the BPOU committees, delegates and alternates to BPOU conventions and other correspondence that may be necessary.
- C) The Treasurer shall be responsible for all Party monies, keep financial records, submit monthly written reports to the Executive Committee, disburse monies as authorized by the Executive Committee, prepare and submit all reports to the State as required by law and help submit an annual budget.

- D) House District officers shall perform the duties assigned to them by the Executive Committee and assist the BPOU at large.
- E) Appoint representatives of the BPOU to Congressional District meetings.

Section 5: Finances

The BPOU Treasurer shall maintain the BPOU financial records in an orderly fashion.

- A) The Executive Committee shall review all records at least quarterly.
- B) At least every odd year, after the convention, the Executive Committee shall designate the financial institution to be used as a depository for Party funds.
- C) The BPOU Chair or Acting Chair and Treasurer shall sign all financial institution signature cards.
- D) Any expenditure for an amount greater than \$150 shall require approval by Vote of the Executive Committee. There shall be no cash disbursements.
- E) Any expenditure for an amount under \$150 shall require approval by the Chair or Deputy Chair. There shall be no cash disbursements.
- F) Any expenditure for an amount greater than \$100 shall require approval by the Chair or Deputy Chair. There shall be no cash disbursements.
- G) Receipts for all expenditures must be submitted to, and kept by, the Treasurer for auditing purposes. All receipts must be turned in by the next BPOU meeting or the next Campaign Finance Board deadline, whichever is first. Receipts not turned in by Campaign Finance Board reporting deadlines will be considered In-Kind donations and be non-refundable.
- H) All funds coming to the BPOU should be consistent with Minnesota and Federal laws and deposited in the Senate District 41 account(s) upon verification, or be returned to the donor.

Article V-BPOU Elections

Section 1: BPOU Officers

The BPOU Officers shall be elected by the delegates at the odd-year BPOU convention. The term will last until the subsequent odd-year convention.

- A) The Chair, Deputy Chair, Secretary and Treasurer shall be elected by all the senate district delegates. ~~House~~
- B) ~~House~~ District officers shall be elected by delegates of their respective House districts.
- C) State Central Committee Delegates and ranked alternates shall be elected at large by congressional district.

Section 2: Precinct Officers

Officers of each precinct shall consist of a Chair, Vice Chair and Secretary, elected to a two-year term at the even-numbered year Precinct Caucus, in compliance with State statute. In the event a precinct fails to elect any officer at this caucus, the BPOU Executive Committee may appoint an individual to fill the vacancy in that precinct.

Section 3: Nominating Committee

A nominating committee, per the Rules of the Convention, is charged with nominating one or more candidates for each of the ~~BPOU Officers listed in Section 1. various officer positions.~~ Nominations shall also be accepted from the floor.

Article VI-Meetings

Section 1: Requirements

- A) The Executive Committee shall meet at least once per quarter. The Executive Committee may hold a meeting at any time on five (5) days' written or electronic notice to all members either at the call of the Chair or by request of at least twenty (20) percent of the voting members of the Committee. A meeting can be held with as little as three (3) days verbal notice upon agreement of two-thirds of the voting members.
- B) The Executive Committee may establish a calendar of regular meetings. A notice shall be given to the members of the Committee if a regular meeting is to be canceled or postponed.
- C) The Full Committee shall meet at least once every six months. The purpose of these meetings shall be primarily to provide information and instruction to precinct chairs, to coordinate community events, outreach, and communications, and to strengthen the Party through wider involvement in Party activities. A meeting of the Executive and Full Committee can coincide. Members shall be given at least five (5) days written or electronic notice for meetings of the Full Committee.
- D) A quorum shall be 33 percent of members of the Executive or Full Committees for the purpose of

- transacting BPOU business.
- E) Electronic voting, whether by email, website application or other means, may be used when the executive committee needs to reach a decision on short notice.
- F) Email is an acceptable form of written notice.

Article VII-BPOU Conventions

Section 1: Requirements

BPOU conventions shall be held each year during the period and for the purpose designated by the Official Call provided that a minimum of ten days' notice, in writing, is sent to each delegate and alternate. Email is an acceptable form of written notice. Conventions may be held electronically or as in-person events as defined in the convention call.

- A) Special BPOU Conventions may be held at the call of the BPOU Chair and Deputy Chair, or at the discretion of the majority of the BPOU Executive Committee. A written notice of at least ten days shall be given to each delegate and alternate. Email is an acceptable form of written notice. Conventions may be held electronically or as in-person events as defined in the convention call.
- B) The BPOU Convention shall be composed of delegates and alternates elected at Republican Party Precinct Caucuses within Senate District 41. The Credentials Committee shall seat all elected delegates of each precinct who are present. Vacancies shall be filled according to the following procedures:
 - 1) After the first Credentials report, if a precinct's delegation is not at full voting strength, the Credentials Committee shall seat alternates in rank order to fill the allotted delegate seats.
 - 2) The precincts shall caucus after acceptance of the first Credentials Committee report. If the precinct Chair is not present, the seated delegates shall elect a Chair and then proceed to fill the vacancies.
 - 3) Vacancies shall be filled by the alternates in the order in which they were ranked by the Precinct Caucus. If not ranked, then by vote of the seated delegates. If a tie vote arises, the Chair shall resolve the ranking of tied alternates by coin toss.
 - 4) No alternates may be seated prior to the first Credentials report.
 - 5) If a delegate arrives late, the delegate shall assume the seat of the lowest ranked alternate. A delegate may be seated at any time.
 - 6) If a precinct has any vacancies which cannot be filled by an alternate from the same precinct, the vacancy will remain. No cross seating is allowed.

Section 2: Electronic Convention

In the event that a convention cannot meet in person, an electronic convention will be held with on-line and phone participation available. Registration, credentials, seating, and voting will be managed by the electronic convention host(s) in the manner delegated by the BPOU Executive Committee making best efforts to emulate the conduct of an in-person convention with accommodations reflected in the BPOU rules in use at that convention.

The order of business, seating of delegates and alternates, quorum, election of delegates to the State Convention, and endorsement of candidates shall be elected according to Convention rules.

Article VIII-Endorsements

Section 1: Requirements

Endorsements of candidates may take place at the BPOU Convention or a Special BPOU Convention.

- A) The BPOU Convention may endorse a candidate for the office of State Senator. Endorsement shall be by at least 60% of the voting strength of the convention. The last Credentials report prior to each ballot shall govern the voting strength.
- B) State House Districts 41A or 41B may each sub-caucus during a BPOU Convention to endorse a candidate for State Representative. When endorsement is by a separate convention, the agenda of that convention shall be limited only to the endorsement of House District candidates. Endorsement shall be by at least 60% of the voting strength of the sub-caucus or convention. The last Credentials report prior to each ballot shall govern the voting strength.

Article IX-Vacancies and Removals

Section 1: Vacancies

Vacancies in precinct offices must be filled by appointment of the BPOU Chair and ratified by the Executive Committee or by a caucus of State Republican Party members in the affected precinct. Vacancies in the Executive Committee should be filled within 90 days.

Section 2: Removals

An officer of the Executive Committee **or State Central** may be removed from office by a two-thirds vote at any meeting of the Full Committee provided that the officer in question is given at least ten days written notice of the charges that may warrant removal. Further, the officer in question shall be entitled to respond to these charges in person or in writing prior to a vote to remove.

Section 3: Attendance

If a member of the Executive Committee **or State Central Delegate** is absent without cause from more than three (3) consecutive meetings, this person shall be subject to the removal provisions outlined in Section 2 of this Article.

Section 4: Cause for Removal

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, that member may be removed from the Executive Committee in accordance with the provisions of Section 2.

Section 5: Conflict of Interest

Any elected member of the Executive Committee who announces their candidacy for Federal or State elected public office shall be placed on immediate leave of absence and shall resign their position on the Executive Committee if they receive the endorsement or run in a primary election.

Article X Parliamentary Authority

The latest version of *Robert's Rules of Order, Newly Revised* shall govern the proceedings for all meetings of the Executive Committee.

Article XI- Amendments

Section 1: Time Period

This constitution shall become effective immediately upon adoption by a ~~majority~~ **two-thirds (2/3)** vote of the BPOU Convention.

Section 2: Constitution Committee

The Executive Committee shall be members of the standing Constitution/By-Laws Committee defined in Article IV. By-laws may be adopted and amended by a majority vote of the Full Committee.

Section 3: Amendments

This Constitution may be amended by two-thirds (2/3) vote of the delegates present at any BPOU convention, provided that the proposed amendments are first referred to the Constitution Committee in writing and signed by the author. The official convention call must indicate the constitutional amendments to be considered. Amendments that are editorial in nature, for purposes of grammar, clarity or style, may be made by the Constitution Committee at any time. The Secretary will maintain a current copy.

Article XII- Dissolution

In the event that the state legislative lines are redrawn, the Executive Committee shall have the power to dissolve this Senate District 41 BPOU by a two-thirds majority vote of the Executive Committee members present.