

Senate District 40 Republican Party

CONSTITUTION

Preamble

The Republican Party of Minnesota, Senate District 40, is organized in support of all citizens of Minnesota Senate District 40 who desire honest, efficient, and responsive but limited Constitutional government.

Article I-Name

The name of this organization shall be the Senate District 40 Republican Party of Minnesota. This Basic Political Organization Unit and the geographic area it includes are hereinafter referred to as "the BPOU".

Article II-Purpose and Objectives

Section 1: Purpose

The purpose of the BPOU is to promote the principles of the Republican Party of Minnesota, as expressed in the State Platform, and to help elect candidates who will advance those principles in public service.

Section 2: Objectives and Duties

The objectives and duties of the BPOU shall include those imposed by law and custom upon official party committees, and the pursuit of our purpose. To these ends, the BPOU shall:

- A) organize or cause to be organized each precinct in the BPOU.
- 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 BPOU.
- D) work to recruit, endorse/recommend and elect Republican or Republican-leaning candidates for local offices, where the jurisdictions include residents of the BPOU, even if the election is nominally non-partisan.
- E) encourage the formation of auxiliary Republican groups and cooperate with and coordinate their activities.
- F) administer the affairs of the Party within the BPOU.
- G) communicate the Republican message and principles at every opportunity.
- H) expand participation in Republican Party and other civic activities in the BPOU.

Section 3: Jurisdiction

The Territorial Jurisdiction of the BPOU shall be limited to the geographical area situated within the boundaries of the BPOU as determined by law in accordance with the most recent federal census.

Article III-Membership

Membership in this BPOU organization shall be open to all citizens eligible to vote in the BPOU 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) BPOU Deputy Treasurer
- F) BPOU Vice Chair (up to ten positions)

Section 2: Executive Committee

The management of the BPOU shall rest with the BPOU Executive Committee, subject to the direction of the State Central Committee, the State Executive Committee, the BPOU Convention, the State Party Constitution, the BPOU Constitution and applicable State law. The BPOU Executive Committee shall be composed of:

- 56 A) The officers listed in Section 1
- 57 B) The Chair of any standing committee, as identified in Section 3, if they are not otherwise an officer
- 58 C) As ex officio members without voting privileges, any Republican member of the legislature residing within the BPOU
- 59 or his or her designee
- 60 D) As ex officio members without voting privileges, officers of the Republican State or Congressional District Executive
- 61 committee residing within the BPOU
- 62 E) State Central Committee Delegates and Alternates
- 63 F) Precinct officers

64
65 **Section 3: Other Committees**

66 Other committees may be formed at the direction of the Executive Committee. The Chairs of these committees will be appointed
67 by the BPOU Chair and confirmed by the Executive Committee.

68
69 The following are convention committees. The terms of their members shall end with the adjournment of the conventions they serve.

- 70 A) Arrangements – This committee shall arrange for a location, food and facilities for a convention.
- 71 B) Registration and Credentials – This committee shall handle registration of delegates and alternates, keeping record and
- 72 reporting to the Convention the registration totals.
- 73 C) Rules – This committee shall propose rules to govern the operation of each convention.
- 74 D) Resolutions/Platform – This committee shall be appointed only in even numbered years and shall consider resolutions
- 75 for changes to the State Party platform. The committee shall report these resolutions to the Convention for debate and
- 76 voting. The committee will prepare the report of resolutions approved at the BPOU convention for the Congressional
- 77 District Convention’s consideration.
- 78 E) BPOU Nominations -- This Committee is charged with nominating one or more candidates for each of the BPOU
- 79 officer, State Central Committee Delegate and Alternate positions.

80
81 The following committees are standing committees. The chair of each committee must be appointed by the BPOU Chair, with
82 agreement by the Executive Committee, after each BPOU Officer election. Chairs of these committees, if not already officers of
83 the BPOU, are members of the Executive Committee.

- 84 F) Constitution and Bylaws– This committee’s membership and duties are outlined in Article XI.
- 85 G) Elective Office Candidate Search - This committee shall identify and qualify Republican legislative candidates and
- 86 candidates for local political offices, even if the office is officially nonpartisan.
- 87 H) Fundraising – This committee shall organize and conduct events to raise money for the BPOU.
- 88 I) Audit – This committee shall conduct periodic audits of the Treasurer’s documentation.

89
90 The following committees are voluntary and serve at the discretion of the Executive Committee. Chairs of these committees are
91 appointed by the BPOU chair and confirmed by the Executive Committee but are not necessarily members of the Executive
92 Committee. The following list is neither required nor limiting:

- 93 J) Political Activities -- effectively communicate Republican ideals and issue positions while exposing the opposition
- 94 K) Get out the Vote -- phone calls, direct mail, literature drops and door knocking
- 95 L) Website and social media – managing the BPOU website and social media accounts
- 96 M) Community Events -- promote a positive image of the Republican Party in the community
- 97 N) Welcome -- seek out new activists and invite their participation
- 98 O) Caucus -- organize and arrange for successful precinct caucuses

99
100 **Section 4: Duties**

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

- 102
103 A) The BPOU Chair shall conduct BPOU Executive Committee meetings. The BPOU Deputy Chair shall conduct
- 104 meetings in the Chair's absence. Together, they shall appoint committees and coordinate the activities of the BPOU
- 105 officers. They are also ex-officio members of all BPOU committees.
- 106 B) The Secretary shall keep minutes of meetings accessible for at least the past four years, in hard copy or secure digital
- 107 format; be responsible for written correspondence with the members of the BPOU committees, delegates and alternates
- 108 to BPOU conventions and other correspondence that may be necessary.
- 109 C) The Treasurer shall be responsible for all Party monies, keep complete financial records for at least the past four years,
- 110 in paper and secure digital format where available, disburse monies as authorized by the Executive Committee, prepare
- 111 and submit all reports to the State as required by law and help submit an annual budget.
- 112 D) The Deputy Treasurer shall assist the Treasurer in the duties specified in (C).
- 113 E) Vice Chairs shall assist in managing the affairs of the BPOU.

115 **Section 5: Finances**

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

- 117
- 118 A) The Audit Committee shall review all records at least quarterly.
 - 119 B) At least every odd year, after the convention, the Executive Committee shall designate the financial institution to be
 - 120 used as a depository for Party funds.
 - 121 C) The Treasurer and at least two of the following BPOU officers shall sign all financial institution signature cards: BPOU
 - 122 Chair, Deputy Chair, Secretary, and/or Deputy Treasurer.
 - 123 D) All expenditures greater than \$100 require prior approval by the Executive Committee.
 - 124 E) All disbursements shall be by check.
 - 125 F) Receipts for all expenditures must be submitted to, and kept by, the Treasurer for auditing purposes.
 - 126 G) All funds coming to the BPOU should be consistent with Minnesota and Federal laws and deposited in the BPOU's
 - 127 account(s) upon verification, or else returned to the donor.

128 **Article V-BPOU Elections**

129

130 **Section 1: BPOU Officers, State Central Committee Delegates and Alternates**

131 The BPOU Officers, except for the Treasurer and Deputy Treasurer, and State Central Committee Delegates and Alternates shall be

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

- 133
- 134 A) The Chair, Deputy Chair, and Secretary, and Vice Chair (up to ten positions) shall be elected at large.
 - 135 B) The Treasurer and Deputy Treasurer shall be appointed by the Chair and approved by a simple majority vote of the
 - 136 Executive Committee.
 - 137 C) State Central Committee Delegates, and up to three ranked alternates for each, shall be elected at large.

138

139 **Section 2: Precinct Officers**

140 Officers of each precinct shall consist of a chair, vice chair and secretary, elected to a two-year term at the even-numbered year

141 Precinct Caucus, in compliance with State statute. In the event a precinct fails to elect any officer at this caucus, the BPOU Executive

142 Committee may appoint an individual to fill the vacancy in that precinct.

143

144 **Section 3: Nominating Committee**

145 A nominating committee, as described in Article IV, is charged with nominating one or more candidates for each of the various

146 officer, State Central Delegate and Alternate positions. Nominations will not be accepted from the floor.

147 **Article VI-Meetings**

148

149 **Section 1: Requirements:**

- 150
- 151 A) The Executive Committee shall meet at least once per quarter. The Executive Committee shall hold a meeting at any
 - 152 time on seven (7) days' notice to all members either at the call of the Chair or by request of at least twenty (20) percent
 - 153 of the voting members of the Committee. A meeting can be held with as little as three (3) days' verbal notice upon
 - 154 agreement of two-thirds of the voting members. Each member of the Executive Committee shall have one (1) vote.
 - 155 B) The Executive Committee may establish a calendar of regular meetings. A seven (7) day advanced notice shall be
 - 156 given to the members of the Committee if a regular meeting is to be cancelled or postponed unless the cancellation is
 - 157 due to weather or other unforeseen emergency.
 - 158 C) A quorum shall be eight (8) members of the Executive Committee (including the Chair or Deputy Chair) for the purpose
 - 159 of transacting BPOU business.
 - 160 D) Official decisions of the BPOU may be conducted by electronic voting, whether by e-mail, website application or other
 - 161 means, may be used when the executive committee needs to reach a decision on short notice, providing that more than
 - 162 50% of all voting members respond affirmatively and without objection. Such vote should be recorded by the Secretary
 - as the minutes of a special meeting.

163

164 **Article VII-BPOU Conventions**

165

166 **Section 1: Call**

- 167
- 168 A) BPOU conventions shall be held each year during the period and for the purpose designated by the Official Call issued
 - 169 by the State Executive Committee, the State Central Committee, the Congressional District Committee, or the BPOU
 - 170 Executive Committee. The BPOU Executive Committee shall determine the time and place of these conventions.
 - 171 Special BPOU conventions shall be held at the call of the aforementioned groups, or at the discretion of the majority
 - 172 of the BPOU Executive Committee, provided that a minimum of ten (10) days' notice, in writing, be sent to each
 - delegate and alternate.

- 173 B) If events warrant a special election for the State Senate or House, a special endorsing convention may be held at the
174 call of the BPOU Chair, with agreement of the majority of the Executive Committee. A notice of not less than five (5)
175 days shall be given to delegates and alternates. It shall be held for the sole purpose of endorsing a candidate for office.
176 C) Upon notification by the Candidate Search Committee that a candidate in a local election is one who can advance
177 Republican principles in office, the Executive Committee may call a special endorsing convention, for the sole purpose
178 of endorsing a Republican candidate for the office, even though it may be officially nonpartisan. Delegates to the
179 convention shall be those delegates and alternates within the BPOU who are eligible to vote in the election. Once a
180 candidate is endorsed, the BPOU should work to elect the candidate.
181

182 **Section 2: Order of Business**

183 At all annual BPOU conventions, the order of business shall follow the practice of previous conventions up to the preliminary
184 credentials report. The Convention shall then proceed to the seating of alternates as outlined in Section 3, followed by election of
185 the permanent officers of the convention and the remainder of business.
186

187 In general election years, the additional items of business shall include:

- 188 A) Endorsement of a candidate for State Senate from the BPOU, and endorsement of Minnesota House candidates from A
189 and B Districts;
190 B) Resolutions for changes to the State Party platform;
191 C) Election of delegates, and up to two alternates for each delegate, to the Fourth Congressional District and State
192 Republican conventions; and
193 D) Any other matters which might fall within the jurisdiction of the Convention.
194

195 In odd-numbered years, items to be acted upon shall include:

- 196 A) Election of BPOU officers;
197 B) Election of delegates, and up to three alternates for each delegate, to State Central Committee;
198 C) Proposed Changes to this Constitution; and
199 D) Any other matters which might fall within the jurisdiction of the Convention.
200

201 **Section 3: Seating of Delegates and Alternates**

- 202 A) The BPOU Convention shall be composed of delegates and alternates elected at the most recent Republican Party
203 Precinct Caucuses within the BPOU. The ratio of delegates allotted to Republican votes cast in the precinct at the last
204 election shall be uniform throughout the BPOU. The Credentials Committee shall seat all duly elected and accredited
205 delegates of each precinct who are present. In the event that the total registered delegates and alternates are less than
206 the total allotted to the precinct, all shall be seated. Alternates shall be seated as follows by the precinct chair or vice
207 chair or, if both are absent, the seated delegates shall elect a chair and then proceed to fill the vacancies.
208 B) Vacancies shall be filled by the alternates in the order in which they were ranked by the Precinct Caucus. If not ranked,
209 then by vote of the seated delegates. If a tie vote arises, the chair shall appoint, by coin toss, one of the alternates who
210 participated in the tie. Alternates shall be elected to fill vacancies individually to replace absent delegates. The alternate
211 so elected may subsequently vote in the election to fill the next vacancy.
212 C) If a delegate arrives late, the delegate shall assume the seat of the lowest ranked alternate. A delegate may be seated
213 at any time unless balloting is in progress.
214 D) If a precinct has any vacancies that cannot be filled by an alternate from the same precinct, the vacancy will remain.
215

216 **Section 4: Quorum**

217 The quorum for conducting the business of the BPOU Convention shall be the greater of:

- 218 A) Fifty percent (50%) of the highest number of seated delegates and alternates according to the latest credentials report
219 OR
220 B) Fifteen percent (15%) of the total number of delegates and alternates elected and able to be seated.
221

222 Once established, it shall be the responsibility of the Chair of the convention to ensure that no business is conducted without a
223 quorum.
224

225 **Section 5: Election of delegates to the State Convention**

226 Delegates and up to twice as many alternates to the Republican State and Congressional District Conventions shall be elected in
227 accordance with the laws of the State of Minnesota and the State Republican Constitution and shall continue as such until their
228 successors are elected. Delegates and alternates shall be elected at the BPOU convention. Alternates shall be ranked for seating
229 purposes at these conventions.
230
231

232 **Section 6: Endorsement–**

233 A motion to endorse will be in order at any BPOU convention in the years when these elections occur. This motion must carry by a
234 majority vote.

- 235
- 236 A) The BPOU Convention may endorse a candidate for office of State Senator. Endorsement shall be by sixty (60) percent
237 of the valid ballots cast, providing this number exceeds 50% of the total seated delegates and alternates as of the last
238 Credentials committee report preceding the vote. The definition of a valid ballot is defined in the Republican Party of
239 Minnesota Constitution.
- 240 B) A Sub-Caucus of a BPOU Convention or a separate convention of the delegates from each State House District may
241 each endorse a candidate for State Representative. If endorsement is by a separate convention, agenda of said
242 convention shall be limited to the endorsement of these candidates only. Endorsement shall be by sixty (60) percent
243 of the valid ballots cast, providing this number exceeds 50% of the total seated delegates and alternates as of the last
244 Credentials Committee report preceding the vote. The definition of a valid ballot is defined in the Republican Party of
245 Minnesota Constitution.
- 246 C) A BPOU Convention may provide for a non-binding advisory endorsement to candidates for State or Federal office.
247 Endorsement shall be by sixty (60) percent of the valid ballots cast. For non-binding advisory endorsements, there
248 shall only be one ballot per office. With agreement of the Convention, a non-binding straw poll may be taken for any
249 of these offices, and the final tally of the ballot will be made part of the record of the convention.
- 250 D) A convention may be called to endorse local, nonpartisan candidates if the convention is restricted to those BPOU
251 delegates and alternates who reside within the political boundaries of the office. Where those boundaries cross BPOU
252 lines, a joint convention with the other BPOUs is required. Alternatively, the BPOU (or BPOUs) Executive
253 Committee(s) may "recommend" a candidate for such office, who they believe would advance Republican principles
254 in that office. Support for such candidates is limited to providing contact lists, with a suitable list use agreement.
255

256 **Article VIII-Congressional District Relationship**

257 **Section 1: Congressional District Committee**

258 Representation from the BPOU on the Congressional District Committee shall be pursuant to the Constitution of the Congressional
259 District.

260 **Section 2: Alternates**

261 Should (any of) the designated representative(s) be unable to attend any Congressional District Committee meeting, he/she shall
262 arrange for an alternate.
264

265 **Article IX-Vacancies and Removals**

266 **Section 1: Vacancies**

267 Vacancies that occur in precinct officer positions may be filled by an acting precinct officer appointed by the Executive Committee
268 or, if so directed, as elected by a caucus of Republicans in the affected precinct. Should vacancies occur in the Executive Committee,
269 replacements may be appointed by the Executive Committee.
270

271 **Section 2: Removals**

272 A member of the Executive Committee may be removed from office by a two-thirds (2/3) vote at any meeting of the seated committee
273 members provided that the Executive Committee and the member in question are furnished with a fourteen (14) day notice, in
274 writing, of the charges that may warrant removal. Further, the member in question shall be entitled to respond to these charges in
275 person or in writing prior to the vote to remove.
276

277 **Section 3: Attendance**

278 If a member of the Executive Committee is absent without cause from more than four (4) consecutive meetings, this person may be
279 subject to the removal provisions outlined in Section 2.
280

281 **Section 4: Cause for Removal**

282 It is the duty of all Executive Committee members to support Republican endorsed candidates. Should any member of this body
283 actively and publicly campaign against a Republican endorsed candidate, that member may be removed from the Executive
284 Committee in accordance with the provisions of Section 2.
285

286 **Section 5: Conflict of Interest**

287 Any elected member of the Executive Committee who announces their candidacy for Federal or State elected public office shall be
288 placed on immediate leave of absence and if he/she receives endorsement or runs in the Primary Election he/she shall resign their
289 position on the Executive Committee.
290

291 **Article X-Parliamentary Authority**

292
293 The rules contained in the current edition of Roberts Rules of Order Newly Revised shall govern the BPOU in all cases to which
294 they are applicable and in which they are not inconsistent with the Constitution and Bylaws of the Republican Party of Minnesota,
295 this Constitution, the statutes of the State of Minnesota, or any special rules of order the BPOU may adopt.

296 **Article XI-Amendments**

297 **Section 1: Effectivity**

298
299 The amendment(s) shall become effective immediately upon adoption by a majority vote of the BPOU Convention.
300

301 **Section 2: Constitution and Bylaws Committee**

302 Following the BPOU Convention in odd-numbered years, the BPOU Chair, with the approval of the BPOU Executive Committee,
303 shall appoint a standing Constitution and Bylaws Committee and designate a chair. This committee shall meet from time to time at
304 the call of its chair or the BPOU Chair and shall continually review the provisions of this Constitution and Bylaws. This committee
305 shall report to the BPOU Convention.
306

307 **Section 3: Amendments**

308 This Constitution may be amended at any BPOU convention, provided that the proposed amendments be first referred to the
309 Constitution and Bylaws Committee. The official convention call must indicate that constitutional amendments are to be considered.
310 Amendments that are editorial in nature, for purposes of grammar, clarity or style, may be made by the Constitution and Bylaws
311 Committee at any time. Editorial changes shall be approved by the Executive Committee. The Secretary will maintain a current
312 copy.
313

314 **Section 4: Bylaws**

315 Bylaws not inconsistent with this Constitution, the RPM Constitution, or the Constitutions and laws of the State of Minnesota and
316 the United States of America may be adopted and amended by a two-thirds vote of the Executive Committee. The Bylaws may be
317 adopted or amended after written notice of any proposal for amendment has been submitted with the notice of the BPOU meeting.
318 Any proposal for amendment shall be referred to the BPOU Constitution and Bylaws Committee and reported out of said committee
319 by at least a minority report signed by three such committee members before it shall be submitted to the BPOU meeting.
320

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