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Senate District 40 Republican Party

3

CONSTITUTION

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Preamble

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

8

Article I-Name

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

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Article II-Purpose and Objectives

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Section 1: PURPOSE

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

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Section 2: OBJECTIVES AND DUTIES

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

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- A) Organize or cause to be organized each precinct in the BPOU;
 - 22 B) Recruit, endorse and work to elect qualified Republican candidates to the State Senate and State House of
23 Representatives;
 - 24 C) Assist in the election of State and Federal Republican endorsed candidates whose constituencies, when elected, will
25 include residents of the BPOU;
 - 26 D) Work to recruit, endorse/recommend and elect Republican or Republican-leaning candidates for local offices, where
27 the jurisdictions include residents of the BPOU, even if the election is nominally non-partisan,
 - 28 E) Encourage the formation of auxiliary Republican groups, and cooperate with and coordinate their activities;
 - 29 F) Administer the affairs of the Party within the BPOU.
 - 30 G) Communicate the Republican message and principles at every opportunity.
 - 31 H) Expand participation in Republican Party and other civic activities in the BPOU.
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Section 3: JURISDICTION

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

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Article III-Membership

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38 Membership in this BPOU organization shall be open to all citizens eligible to vote in the BPOU who wish to be affiliated with the
39 Republican Party and who support the purposes and objectives thereof.

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Article IV-Organization

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Section 1: Officers

43 **The BPOU Officers shall include:**

- 44
- A) BPOU Chair.
 - 45 B) BPOU Deputy Chair
 - 46 C) BPOU Secretary
 - 47 D) BPOU Treasurer
 - 48 E) BPOU Deputy Treasurer
 - 49 F) BPOU Vice Chair (up to 10 positions)
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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:

- A) The officers listed in Section 1, and
- B) The Chair of any standing committee, as identified in Section 4, if they are not otherwise an officer,
- C) As ex officio members without voting privileges, any Republican member of the legislature residing within the BPOU or his or her designee, and
- D) As ex officio members without voting privileges, officers of the Republican State or Congressional District Executive committee residing within the BPOU,
- E) State Central Committee Delegates and Alternates, except that Alternates may only vote in rank order in the absence of a Delegate or where the Delegate is present as an Executive Committee member in another capacity; and
- F) Precinct officers, limited to one vote by a precinct officer for each precinct in the BPOU. A precinct vice chair may only vote if the precinct chair is absent or is present as an Executive Committee member in another capacity, and a precinct secretary may only vote if both the precinct chair and precinct vice chair are absent or present as Executive Committee members in another capacity.

Section 3: Other Committees

Other committees may be formed at the direction of the Executive Committee. The Chairs of these committees will be appointed by the BPOU Chair and confirmed by the Executive Committee. The following are convention committees. The terms of their members shall end with the adjournment of the conventions they serve.

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

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

- F) Constitution – This committee shall be a standing committee, with membership and duties as outlined in Article XI.
- G) Elective Office Candidate Search - This shall be a standing committee and should identify and qualify Republican legislative candidates and candidates for local political offices, even if the office is officially nonpartisan,
- H) Fundraising – organizing and conducting events to raise money for the BPOU.
- I) Audit – conduct periodic audits of the Treasurer’s documentation

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

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

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117 **Section 4: DUTIES**

118 The duties of the Executive Committee shall be as follows:
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- 120 A) The BPOU Chair shall conduct BPOU Executive Committee meetings. The BPOU Deputy Chair shall conduct
121 meetings in the Chair's absence. Together, they shall appoint committees and coordinate the activities of the BPOU
122 officers. They are also ex-officio members of all BPOU committees.
123 B) The Secretary shall keep minutes of meetings accessible for at least the past four years, in hard copy or secure digital
124 format; be responsible for written correspondence with the members of the BPOU committees, delegates and alternates
125 to BPOU conventions and other correspondence that may be necessary.
126 C) The Treasurer shall be responsible for all Party monies, keep complete financial records for at least the past four years,
127 in paper and secure digital format were available, disburse monies as authorized by the Executive Committee, prepare
128 and submit all reports to the State as required by law and help submit an annual budget.
129 D) The Deputy Treasurer shall assist the Treasurer in the duties specified in (C).
130 E) Vice Chairs shall assist in managing the affairs of the BPOU.
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132 **Section 5: FINANCES**

133 The BPOU Treasurer shall maintain the BPOU financial records in an orderly fashion.
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- 135 A) The Audit Committee shall review all records at least quarterly.
136 B) At least every odd year, after the convention, the Executive Committee shall designate the financial institution to be
137 used as a depository for Party funds.
138 C) The BPOU Chair, Deputy Chair, Treasurer, and Secretary shall sign all financial institution signature cards.
139 D) All expenditures greater than \$100 require prior approval by the Executive Committee.
140 E) All disbursements shall be by check.
141 F) Receipts for all expenditures must be submitted to, and kept by, the Treasurer for auditing purposes.
142 G) All funds coming to the BPOU should be consistent with Minnesota and Federal laws and deposited in the BPOU's
143 account(s) upon verification, or else returned to the donor.

144 **Article V-BPOU Elections**

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146 **Section 1: BPOU Officers and State Central Committee Delegates**

147 The BPOU Officers, except for the Treasurer and Deputy Treasurer, and State Central Committee Delegates shall be elected by the
148 delegates at the odd-year BPOU convention. The term will last until the subsequent odd-year convention.
149

- 150 A) The Chair, Deputy Chair, and Secretary, and Vice Chair (up to 10 positions) shall be elected at large.
151 B) The Treasurer and Deputy Treasurer shall be appointed by the Chair and approved by a simple majority vote of the
152 Executive Committee.
153 C) State Central Committee Delegates, and up to three ranked alternates for each, shall be elected at large.
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155 **Section 2: Precinct Officers**

156 Officers of each precinct shall consist of a chair, vice chair and secretary, elected to a two-year term at the even-numbered year
157 Precinct Caucus, in compliance with State statute. In the event a precinct fails to elect any officer at this caucus, the BPOU Executive
158 Committee may appoint an individual to fill the vacancy in that precinct.
159

160 **Section 3: Nominating Committee**

161 A nominating committee, as described in Article IV, is charged with nominating one or more candidates for each of the various
162 officer positions. Nominations will also be accepted from the floor.

163 **Article VI-Meetings**

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165 **Section 1: Requirements:**

- 166 A) The Executive Committee shall meet at least once per quarter. The Executive Committee shall hold a meeting at any
167 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
168 of the voting members of the Committee. A meeting can be held with as little as three (3) days verbal notice upon
169 agreement of two-thirds of the voting members. Each member of the Executive Committee shall have one (1) vote.
170 B) The Executive Committee may establish a calendar of regular meetings. A seven (7) day advanced notice shall be
171 given to the members of the Committee if a regular meeting is to be cancelled or postponed.
172 C) A quorum shall be eight (8) members of the Executive Committee (including the Chair or Deputy Chair) for the purpose
173 of transacting BPOU business.

- 174 D) Official decisions of the BPOU may be conducted by electronic voting, whether by e-mail, website application or other
175 means, may be used when the executive committee needs to reach a decision on short notice, providing that more than
176 50% of all voting members respond affirmatively and without objection. Such vote should be recorded by the Secretary
177 as the minutes of a special meeting.
178

Article VII-BPOU Conventions

Section 1: Call

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182 A) BPOU conventions shall be held each year during the period and for the purpose designated by the Official Call issued
183 by the State Executive Committee, the State Central Committee, the Congressional District Committee, or the BPOU
184 Executive Committee. The BPOU Executive Committee shall determine the time and place of these conventions.
185 Special BPOU conventions shall be held at the call of the aforementioned groups, or at the discretion of the majority
186 of the BPOU Executive Committee, provided that a minimum of ten (10) days notice, in writing, be sent to each
187 delegate and alternate.
188
189 B) If events warrant a special election for the State Senate or House, a special endorsing convention may be held at the
190 call of the BPOU Chair, with agreement of the majority of the Executive Committee. A notice of not less than five (5)
191 days shall be given to delegates and alternates. It shall be held for the sole purpose of endorsing a candidate for office.
192
193 C) Upon notification by the Candidate Search Committee that a candidate in a local election is one who can advance
194 Republican principles in office, the Executive Committee may call a special endorsing convention, for the sole purpose
195 of endorsing a Republican candidate for the office, even though it may be officially nonpartisan. Delegates to the
196 convention shall be those delegates and alternates within the BPOU who are eligible to vote in the election. Once a
197 candidate is endorsed, the BPOU should work to elect the candidate.
198

Section 2: Order of Business

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

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

- 204 A) Endorsement of a candidate for State Senate from the BPOU, and endorsement of Minnesota House candidates from A
205 and B Districts;
206 B) Resolutions for changes to the State Party platform;
207 C) Election of delegates, and up to two alternates for each delegate, to the Fourth Congressional District and State
208 Republican conventions; and
209 D) Any other matters which might fall within the jurisdiction of the Convention.
210

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

- 212 A) Election of BPOU officers;
213 B) Election of delegates, and up to three alternates for each delegate, to State Central Committee;
214 C) Proposed Changes to this Constitution; and
215 D) Any other matters which might fall within the jurisdiction of the Convention.
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Section 3: Seating of Delegates and Alternates

- 217
218 A) The BPOU Convention shall be composed of delegates and alternates elected at the most recent Republican Party
219 Precinct Caucuses within the BPOU. The ratio of delegates allotted to Republican votes cast in the precinct at the last
220 election shall be uniform throughout the BPOU. The Credentials Committee shall seat all duly elected and accredited
221 delegates of each precinct who are present. In the event that the total registered delegates and alternates are less than
222 the total allotted to the precinct, all shall be seated. Alternates shall be seated as follows by the precinct chair or vice-
223 chair or, if both are absent, the seated delegates shall elect a chair and then proceed to fill the vacancies.
224 B) Vacancies shall be filled by the alternates in the order in which they were ranked by the Precinct Caucus. If not ranked,
225 then by vote of the seated delegates. If a tie vote arises, the chair shall appoint, by coin toss, one of the alternates who
226 participated in the tie. Alternates shall be elected to fill vacancies individually to replace absent delegates. The alternate
227 so elected may subsequently vote in the election to fill the next vacancy.
228 C) If a delegate arrives late, the delegate shall assume the seat of the lowest ranked alternate. A delegate may be seated
229 at any time, unless balloting is in progress.
230 D) If a precinct has any vacancies that can't be filled by an alternate from the same precinct, the vacancy will remain.
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234 **Section 4: QUORUM**

235 The quorum for conducting the business of the BPOU Convention shall be fifty percent (50%) of the total number of seated delegates
236 and alternates. The minimum number of delegates and alternates required to establish the voting strength of a BPOU Convention
237 shall not be less than fifteen percent (15%) of the total number of delegates and alternates elected and able to be seated. Once
238 established, it shall prevail until adjournment of the convention.
239

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

241 Delegates and up to twice as many alternates to the Republican State and Congressional District Conventions shall be elected in
242 accordance with the laws of the State of Minnesota and the State Republican Constitution, and shall continue as such until their
243 successors are elected. Delegates and alternates shall be elected at the BPOU convention. Alternates shall be ranked for seating
244 purposes at these conventions.
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246 **Section 6: ENDORSEMENT**

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

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272 **Section 1: Congressional District Committee**

273 As the Constitution of the Congressional District may provide, representation from the BPOU on the Congressional District
274 Committee shall be in the following order, on a volunteer basis and with approval by the Executive Committee:

- 275 A) BPOU Chair.
276 B) BPOU Deputy Chair
277 C) BPOU Secretary
278 D) BPOU Treasurer
279 E) BPOU Deputy Treasurer
280 F) BPOU Vice Chairs
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282 **Section 2: Alternates**

283 Should (any of) the designated representative(s) be unable to attend any Congressional District Committee meeting, he/she shall
284 arrange for an alternate from the list in Section 1.

285 **Article IX-Vacancies and Removals**

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287 **Section 1: Vacancies**

288 Vacancies that occur in precinct officer positions may be filled by an acting precinct officer appointed by the Executive Committee
289 or, if so directed, as elected by a caucus of Republicans in the affected precinct. Should vacancies occur in the Executive Committee,
290 replacements may be appointed by the Executive Committee.
291

292 **Section 2: Removals**

293 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
294 members provided that the Executive Committee and the member in question are furnished with a fourteen (14) day notice, in
295 writing, of the charges that may warrant removal. Further, the member in question shall be entitled to respond to these charges in
296 person or in writing prior to the vote to remove.
297

298 **Section 3: Attendance**

299 If a member of the Executive Committee is absent without cause from more than four (4) consecutive meetings, this person may be
300 subject to the removal provisions outlined in Section 2.
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302 **Section 4: Cause for Removal**

303 It is the duty of all Executive Committee members to support Republican endorsed candidates. Should any member of this body
304 actively and publicly campaign against a Republican endorsed candidate, that member may be removed from the Executive
305 Committee in accordance with the provisions of Section 2.
306

307 **Section 5: Conflict of Interest**

308 Any elected member of the Executive Committee who announces their candidacy for Federal or State elected public office shall be
309 placed on immediate leave of absence and if he/she receives endorsement or runs in the Primary Election he/she shall resign their
310 position on the Executive Committee.
311

312 **ARTICLE X Parliamentary Authority**

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

317 **Article XI- Amendments**

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319 **Section 1: Effectivity**

320 This constitution shall become effective immediately upon adoption by a majority vote of the BPOU Convention.
321

322 **Section 2: Constitution Committee**

323 The Executive Committee shall be members of the standing Constitution and By-laws Committee defined in Article IV. By-laws
324 may be adopted and amended by a majority vote of the Executive Committee.
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326 **Section 3: Amendments**

327 This Constitution may be amended by a two-thirds (2/3) vote of the delegates present at any BPOU convention, provided that the
328 proposed amendments be first referred to the Constitution Committee. The official convention call must indicate the constitutional
329 amendments to be considered. Amendments that are editorial in nature, for purposes of grammar, clarity or style, may be made by
330 the Constitution Committee at any time. The Secretary will maintain a current copy.
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333 Amended March 2, 2023
334 Technical edits May 9, 2023